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Education Department

Notification

The 25th September 2018

No. 15/M 1-160/2014 (Part -1)-1741—Under the provisions of section 32 of Bihar Private Universities Act 2013 the State Government has been pleased to approve the following first Ordinance for Dr. C.V. Raman University established vide State Government notification no. 124 dated 29.01.2018

ORDINANCE NO. 01

FACULTIES AND DEPARTMENTS

The University shall have the following Faculties mentioned in column (1) and the Department mentioned in column (2) of the following table thereof:

Other Facilities and Department can be created as per the decisions of the Academic Council and after approval of the Governing Body.

Sr. No.	Faculty (01)	Departments (02)
1.	Faculty of Science	Department of – <ul style="list-style-type: none"> ○ Applied Science ○ Bioscience ○ Bio –Technology ○ Chemistry ○ Mathematics ○ Physics

Sr. No.	Faculty (01)	Departments (02)
2.	Faculty of Education	Department of – <ul style="list-style-type: none"> ○ Adult and Community Education and Extension ○ Education ○ Physical Education ○ Teacher Training and Non-Formal Education (Institute of Teachers Education)
3.	Faculty of Management & Commerce	Department of – <ul style="list-style-type: none"> ○ Commerce and Business Studies ○ Management
4.	Faculty of Engineering and Technology	Department of – <ul style="list-style-type: none"> ○ Architecture ○ Chemical Engineering ○ Civil Engineering ○ Computer Science & Engineering ○ Electrical and Electronics Engineering ○ Electrical Engineering ○ Electronics and Communication Engineering ○ Electronics and Instrumentation Engineering ○ Information Technology ○ Mechanical Engineering ○ Metallurgy ○ Textile Engineering ○ Mining Technology ○ Agricultural Engineering ○ Food Technology & Engineering ○ Pharmacy ○ Industrial & Production Engineering ○ Vocational and Skill Development (Institute of Vocational and Skill Development)
5.	Faculty of Computer Science & Information Technology	Department of- <ul style="list-style-type: none"> ○ Computer Arts, Animation and Games ○ Computer Science & Applications ○ Information Technology
6.	Faculty of Media Studies	Department of- <ul style="list-style-type: none"> ○ Advertising & Public Relations ○ Journalism & Mass Communication
7.	Faculty of Fine Arts & Performance Art	Department of- <ul style="list-style-type: none"> ○ Applied Art ○ Art Education Art History and Art Appreciation ○ Graphic Art ○ Painting ○ Sculpture ○ Dance ○ Instrumental Music ○ Musicology ○ Vocal Music ○ Performing Arts ○ Visual Arts

Sr. No.	Faculty (01)	Departments (02)
8.	Faculty of Arts & Humanities	Department of – <ul style="list-style-type: none"> ○ Economics ○ Library and Information Science ○ Philosophy ○ Political Science ○ Population Studies ○ Psychology ○ Rural Development ○ Social Work ○ Sociology ○ Home Science ○ English ○ Hindi ○ History and Culture ○ Foreign Languages
9.	Faculty of Agriculture	Department of – <ul style="list-style-type: none"> ○ Agriculture ○ Animal Husbandry ○ Horticulture ○ Plant Pathology ○ Soil Science & Agriculture Chemistry ○ Farm Machinery ○ Poultry ○ Fisheries & Aquaculture
10.	Faculty of Law	Department of Law
11.	Faculty of Medical Sciences	Department of – <ul style="list-style-type: none"> ○ Allied Health Science ○ Biochemistry ○ Biostatistics & Medical Informatics ○ Community Medicine ○ Medicine ○ Microbiology ○ Nursing ○ Paramedical Sciences ○ Pharmacology ○ Physiology ○ Surgery ○ Veterinary ○ Ayurvedic ○ Homeopathic ○ Unani ○ Yoga & Naturopathy

Other Faculties and Departments can be created as per the decisions of the Academic Council and after approval of the Governing Body.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 02****ADMISSION OF STUDENTS TO UNIVERSITY TEACHING DEPARTMENTS OR INSTITUTIONS,
TRANSFER OF STUDENTS AND MAINTENANCE OF DISCIPLINE**

1. In this Ordinance, unless there is anything repugnant in the subject or context are:
 - 1.1 Qualifying examination means an examination the passing of which makes a student eligible for admission to a particular year in a program of study leading to a Bachelor's or Post-Graduate Degree or Diploma conferrable by this University.
 - 1.2 "Equivalent Examination" means an examination which has been conducted by:
 - 1.2.1 Any recognized Board of Higher Secondary Education, or
 - 1.2.2 Any Indian University incorporated by any law in force for the time being, and recognized by the University / UGC as equivalent to its corresponding examination.
 - 1.2.3 Any foreign University / Board Examination that have been recognized by AIU / UGC as equivalent to +2 stage qualification or Bachelor Degree Program.
2. A student seeking admission to a University Teaching Department or an Institution (hereinafter called an Institution) shall, on or before the date prescribed for submission of applications submit his application on the prescribed form to the prescribed location.
3. The University shall follow the normal admission process to all courses, if otherwise not specified as follows:
 - 3.1 The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.
 - 3.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - 3.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet / School / College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
 - 3.4 If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
 - 3.5 The application form may be rejected due to any of the following reasons:
 - 3.5.1 The candidate does not fulfill the eligibility conditions.
 - 3.5.2 The prescribed fees are not enclosed.
 - 3.5.3 The application form is not signed by the candidate and his / her Parent, Guardian, wherever required.
 - 3.5.4 Supporting documents for admission are not enclosed.
 - 3.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
 - 3.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

- 3.8 University can also accept the candidates for admission in the University who have qualified in competitive examination conducted by the agency of State or Central Government.
4. The application for admission shall among others be accompanied by
- 4.1 The School or College Leaving Certificate signed by the Head of the Institution last attended by the student.
- 4.2 True copy of the statement of marks showing that the applicant has passed the qualifying examination. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Intermediate Council, or a University other than this University, he shall submit in addition to the School or College Leaving Certificate an eligibility or a Migration Certificate from the Secretary or Registrar of such Board, Intermediate Council or University, as the case may be together with immigration fee decided by University.
5. No student shall be admitted to an institution for perusing a course of study for the Initial year of the first degree under any faculty unless he has passed the final examination held under any recognized Board of Higher Secondary Education, Intermediate Council or an examination declared equivalent to such examination by the University or such other qualifying examination as may be prescribed from time to time.
- 5.1 No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he has qualified as per relevant ordinance to appear for the examination for which he will be preparing.
- 5.2 No student migrating from any other University shall be admitted to any class in an institution unless he has passed or has qualified the examination which has been declared by the University as equivalent to the qualifying examination for a student of the University.
- 5.3 Without prejudice to the provision contained in sub clause (5.2) above, no student migrating from any other University shall be admitted to any class in an institution without the Poirier permission of the Registrar wherever by any general or special direction, such permission is necessary.
- 5.4 An applicant for admission to a program leading to a Bachelor's Degree shall not be admitted unless he is prepared to appear in all the subjects prescribed for the particular degree examination.
6. No student who has passed or has qualified a part of any degree or Post-Graduate examination from another University shall be admitted to subsequent higher class for such examination in any institution without the approval of the Vice Chancellor.
- 6.1 No person who is under sentence, or has rustication from a Department of this University or another University or a Teaching Institution connected with that University shall be admitted to any course of study in any Institution maintained by this University.
7. Admission to various institutions of the University will be done as per the admission cycle declared by the university. The Vice Chancellor can make changes in the admission cycle.
- 7.1 Candidates coming on transfer from either university because of the transfer of their Parents/Guardians or any other genuine hardship will be given admission beyond the last date for admission, subject to the provisions of 5(2) & 5(3).
8. A Complete list of all students admitted to the Institution / Department shall be forwarded by the Head of the Institution / Department to the Registrar of the University by the last date (or as per the last date declared in the academic

calendar of the university) with a certificate that all admissions have been made as per University Rules and that no exception has been made.

- 8.1. A student shall be enrolled as a member of an University as soon as he is admitted by the Head of the University and has paid the prescribed fees.
- 8.2. A student seeking admission to an Institution / department after the commencement of the session shall be required to pay tuition fees from July of the year/ or as directed by the Regulatory Body.
9. The Head of the Institution / Department may permit a student to change his optional subjects for a course or with the approval of the Vice Chancellor, to change the Faculty within 30 days of start of the course.
10. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Institution / Department of which he is a student and of the University.
11. When a student has been guilty of breach of discipline within or outside the precincts of the University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the institution at which such student is studying or the Vice Chancellor / Registrar may according to the nature and gravity of the offence.
 - i. Suspend such a student from attending classes for not more than a week at a time, or
 - ii. Expel such a student from his institution / Department,
 - iii. Disqualify such a student from appearing at the next ensuing examination, or
 - iv. Rusticate such a student.
- 11.1 Before inflicting any punishment as aforesaid, the Head of the Institution / Department shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
- 11.2 The Head of the Institution / Department concerned shall have power to suspend for such times may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.
- 11.3 The period, during which a student remains suspended for completion of an enquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
- 11.4 The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled students.
12. Reservations to SC/ST/Other categories students shall be observed as per norms. Concessions/scholarship to SC/ST/Physically Handicapped and girl's candidates shall be given as per Bihar Government norms.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 03****PART - I****REGISTRATION OF STUDENTS AND THEIR ADMISSION TO THE PROGRAMMES OF STUDY**

1. For registration / to enroll in the university courses of study, a candidate must apply on prescribed format and submit the application form along with the attested copy of the mark sheet of the qualifying examination and university fees. The registration form will be forwarded by the head of the Institution / Department to the Registrar of the University. The registration of Students can be applied and approved as per the University Act under one of the category:
 - 1.1 As Regular / Ex / Private student in the University Teaching Department.
 - 1.2 As Regular / Ex / Private student at off campus/off shore campus centre of the University.
 - 1.3 As Student enrolled for Online Education Programs.
 - 1.4 As student enrolled for Distance Education Programs.
2. On receipt of the registration form at the University Institution the candidate will be allotted a temporary registration number.
3. The registration of application form will be subjected to verification by the University and after due verification, the candidate will be given a permanent registration number.
4. The mode of sending application for admission of students can be direct or counselling or through guidance centre or through post or through Online. Any student from India or abroad seeking admission in the University can interact Online with the University. Mode of instructions of teaching and examination of such student shall be decided by the Board of Management of the University.
5. The validity of the registrations will be for the following periods:

5.1	Certificate and one year Diploma Programmes	-	2 years
5.2	Three years Degree Programmes	-	6 years
5.3	Four years Degree Programme	-	8 years
5.4	Master Degree and Two Years Programmes	-	4 years
6. No person who is under sentence or expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.
7. A student who is registered with the University may apply for a change, correction or alteration in one's own name or surname to the Registrar of the University with a fee decided by University.
 - 7.1 The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of name of the student.
 - 7.2 The application for change or correction in the name shall be made through the Head of the Institution / Department where the student is studying or will be supported by an affidavit.
 - 7.3 The fees deposited by the candidate shall not be refunded in any case.

PART –II
TEACHING METHODOLOGY AND MODE OF DELIVERY

8. For every University enrolled Student teaching methodology and mode of delivery shall be as follows:
 - 8.1 For every University enrolled Regular Student shall ensure that the number of actual teaching days not below 180 in an academic year (90 days in a semester).
 - 8.2 In case of Students enrolled in Distance Education Mode the learning materials shall be delivered in print and online version.
 - 8.3 In case of Students enrolled in off campus Centre attendance and enrolment will be done in the off centre and shall be forwarded to the University.
 - 8.4 All the programs shall be based on the CBCS grading system except where duly recommended by the Board of Studies, Academic Council and approved by the Vice Chancellor.
 - 8.5 For students registered in the On-line mode, their teaching, learning and examination methodology shall be as decided by the BoM of the University.
9. Teaching methods of all the courses shall include one or more methods of teaching from - Class Room Teaching, Assignments, Viva Voce, Lab Work, Seminar, Project Work, Summer Training, Field Work, Presentation, Group Discussion etc.
 - 9.1 To better support to the students in conjunction with the traditional approaches, modern approaches based on Information and communication technologies for teaching learning will be adopted. These may include online teaching-learning, material availability, Webcasting, Podcasting, Online chatting with teachers, Online Discussion Forums, etc.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)

ORDINANCE NO. 04

PART - I

EXAMINATIONS GENERAL

1. In this Ordinance and in all Ordinances and Regulations laying down conditions for appearing in an examination of the University for a Degree or a Diploma, either generally or for a particular examination, unless there is anything repugnant in the subject or context:
 - 1.1 **"Regular Candidate"** is a person who is pursuing a course in the University Teaching Department (UTD) including those opting for On Line education, or a University Institution and seeks admissions to an examination of the University as such.
 - 1.2 **"Ex-student Candidate"** means a person who was admitted to an examination as a regular candidate and was not declared successful there-at or was not able to appear in the examination; though admission card was correctly issued to him by the university and seeks admission again to the said examination.
 - 1.3 **"Failed Candidate"** is a person who has failed in any of the theory paper or in any other part of the examination.
 - 1.4 **"Registration Period"** means the period for which a candidate's Registration / Enrolment is valid.
 - 1.5 **"Forwarding Officer"** means any person authorized by the Registrar of the University.
 - 1.6 **"Attested"** means attested by the forwarding officer.
 - 1.7 **"Private Candidate"** is one who is seeking admission to the University Examination not as a regular candidate or an ex-candidate.

PART - II**ADMISSION OF VARIOUS CATEGORIES OF STUDENTS TO UNIVERSITY EXAMINATION**

2. No candidate shall be permitted to appear in the university examinations unless he/she is duly registered / enrolled with the university.
3. Filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the institution so as to reach to the designated person in the University on or before the last date prescribed for the purpose by the university. It will be the responsibility of the head of the institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled, attendance norms and is of good conduct.
4. The head of the institution or the Registrar of the university can detain a candidate from appearing in an examination if he/she has not paid full dues of the university.
5. An ex-student shall submit his examination form in prescribed format on or before the last date notified by the university to the concerned head of the institution who will forward it to the designated centre after due verification.
- 5.1 An ex-student candidate shall offer the same subjects or optional papers which he had previously offered as a regular candidate, the changes in scheme of examinations by the university not-with-standing.
6. A Private candidate seeking permission for admission to an examination of the university shall apply to the registrar on or before the last date notified by the university in the prescribed form the candidate shall submit with his application the attested copy of the mark sheet of qualifying examinations.
7. In case a private candidate having Practical subjects- He / She should attend the practicals at respective department or at a designated centre of the University.
8. For private candidates, University shall arrange classes/assignments and continuous comprehensive examination (CCE), i.e., internal assessment and project assessment. Fees for this purpose will be additionally charged from the student as decided by the University. A private candidate may also appear in walk-in examination conducted by the University provided he/she fulfils all other eligibility conditions as prescribed.
9. Application submitted by regular candidates together with the examination fee and marks fee shall be forwarded by the Head of the Institution / Head of the

University Teaching Department or School of Studies so as to reach the Registrar on or before the last date prescribed for the purpose by the University.

9.1 In case of each application, the Head of the Institution / Head of the University Teaching Department or School of Studies shall certify that the candidate:

9.1.1 Possesses the minimum academic qualification for appearing at the examination to which he seeks admission.

9.1.2 Is of good conduct.

9.2 The Head of the Institution or Head of the University Teaching Department or School of Studies concerned shall send to the Registrar a list of candidates eligible for examination; as per examination schedule declared by the university.

10. The Head of the Institution or the Head of the University Teaching Department or School of Studies may detain a regular candidate from taking an examination if he has not paid outstanding dues, or does not return the property and all the articles and uniform issued to him for sport or NCC or does not pay the cost thereof in case of loss, 15 days before the commencement examination or if the conduct of the student has been unsatisfactory between the time of submission of his application form to the Registrar for admission to the examination and the date of the commencement of the examination.

11. No candidate shall be allowed to take the term end Semester Examination unless one has:

11.1 Attended at least 75% of lectures /practical delivered.

11.2 Paid all the fees due

11.3 Obtained "No Dues" certificate from the concerned Department / Institute.

11.4 Submitted the job internship certificate /Project Report, as notified by the University.

11.5 Received in Plant/Practical training as prescribed by the University.

Clause (11) above shall not be applicable to the Private / Ex candidates.

PART - III**GENERAL CONDITIONS**

12. Where there are Two or Three examinations for any degree such as Year I, II and III or Previous and Final examinations and there are Two or more alternative subjects/courses for such a degree a candidate for the degree must take the same subject/ course in Year-III/Final examination as he has taken in the Year-II/ Previous Examination.
13. No candidate shall appear in more than one-degree examination or post graduate degree examination in one and the same year. However a Degree and a Diploma can be taken up together.
14. A Candidate who has passed the Bachelor's Degree Year-I or Year- II Examination or the Previous Examination for a Master's Degree of another University may with the permission of the Vice Chancellor, be admitted to the next higher examination of the University for the degree concerned provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.
15. No person who has been expelled or rusticated from the University or has been debarred from appearing at University examination shall be admitted to any examination during the period for which the sentence is in operation.
16. Notwithstanding anything contained in the Ordinances relating to admission of candidates to an examination of the University, the Vice Chancellor may, in special cases in which he is satisfied that the delay in submitting the application for admission to an examination is not due to lack of diligence on the part of the candidate and that it would be a great hardship to the candidate if his application is rejected, allow an application which is otherwise complete in all respects to be entertained with the requisite late fees.
17. The Controller of Examination shall issue an admission card in favour of a candidate, if :
 - 17.1 The application of the candidate is complete in all particulars in accordance with the provisions applicable, and is in order.
 - 17.2 The candidate is eligible for admission to an examination and the fees as prescribed have been paid by the candidate.
 - 17.3 Where the practical examination is held earlier than the examination in theory papers a candidate shall not be deemed to have been admitted to the examination until he is issued an admission card for appearing in the examination.
 - 17.4 The admission card issued in favour of a candidate and also the permission given to a private candidate to appear at an examination may be withdrawn, if it is found that-
 - 17.4.1 The admission card was issued or permission was given through mistake, or the candidate was not eligible to appear in the examination.
 - 17.4.2 Any of the particulars given or document submitted by the candidate in or with the application for enrolment, admission to a University Teaching Department or Institutions for admission to an examination is false or incorrect.

- 17.5 The Controller of Examination may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a further fee as decided by the University. Such card shall show in a prominent place the word "DUPLICATE".
18. A candidate shall not be admitted into the examination hall unless he produces the admission card before the superintendent of the examination centre or the invigilator or satisfies such officers that it shall be produced.
19. A candidate shall produce his admission card whenever required by the Superintendent or the invigilator.
- 19.1 In the Examination hall the candidate shall be under the disciplinary control of the Superintendent of the Centre and he shall obey his instructions. In the event of a candidate disobeying the instructions of the Superintendent or showing indiscipline conduct or arrogant behaviour towards the Superintendent or any invigilator, the candidate may be excluded from that day's examination and if he persists in misbehaviour he may be excluded from the rest of the examinations by the Superintendent of the Centre.
- 19.2 If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the centre or in its precincts endangering the personal safety of either of them or acts in a manner likely to obstruct the authorities in the discharge of their duties, the superintendent may expel the candidate from the centre and he may take police help.
- 19.3 If a candidate brings any dangerous weapon within the precincts of the examination centre, he may be expelled from the centre and/or handed over to the police by the superintendent.
- 19.4 A candidate expelled on any of the grounds mentioned in (b) or (c) above will not be allowed to appeal in the subsequent papers.
- 19.5 In every case where action is taken by the Superintendent under (19.1), (19.2) or (19.3) above a full report shall be sent to the Registrar and the Board of Management may according to the gravity of the offence, further punish a candidate by cancelling his examination and/or debarring him from appearing at any of the examinations of the University for one or more years after giving the candidate an opportunity to show cause and considering any explanation submitted by the candidate.
- 19.6 If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him the examination hall material connected with the examination or in any other manner whatsoever, the Vice Chancellor may cancel his examination and also debar him from appearing at any of the examinations of the University for one or more years according to the nature of the offence.
- 19.6.1 The Board of Management may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years if it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/or was instrumental in or has abetted the tempering of university records

including the answer books, mark-sheets, result charts, diplomas and the like.

- 19.6.2 The Board of Management may cancel the examination of a candidate and / or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.

20. A candidate who due to sickness or other cause is unable to present himself/herself at an examination shall not receive a refund of his fee, provided that the Vice Chancellor may in a case in which he is satisfied about the genuineness, or merit of it, order for adjustment of the following portion of the fee towards the immediately next examination:

20.1. Examination Fee:—

Other fees paid by the candidate shall lapse to the University. Application for such adjustment from a candidate accompanied by a Medical Certificate of illness if applicable must be sent so as to reach the Registrar not later than 30 days from the date of commencement of the examination at which the candidate was to appear.

- 20.2 Provided, however, that a candidate shall not be entitled to the adjustment of examination fee mentioned in foregoing paragraph if he/she changes the faculty or his subject in case of a Post Graduate Examination.

- 20.3 The examination fee of a candidate who dies before appearing at the examination may be refunded in full to his guardian or his successor.

- 20.4 The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.

21. Any candidate who has appeared at an examination conducted by the University may apply to the Registrar for the re-totalling of his marks in the written papers in any subject and rechecking of his result. Such application must be made so as to reach the Registrar within 10 days of the publication of the result of the examination.

- 21.1 Such application must be accompanied by fee as per schedule given in the University Rules. In P.G. Exams re-totalling of only one subject would be permitted.

- 21.2 The result of the re.totalling shall be communicated to the candidate.

- 21.3 If as a result of re.totalling it is found that the examinee should be declared as having passed or placed in a higher division the result of the candidate shall be revised accordingly.

22. A candidate whose result has been declared may apply to the Registrar in the prescribed form within Ten Days of the declaration of his result for the revaluation of any answer books.

- 22.1. Provided that no candidate shall be allowed to have more than Two Answer Books re-valued.

- 22.2 Provided also that no revaluation shall be allowed in case of scripts of practical, field work sessional work, tests and thesis submitted in lieu of a paper at the examination.
- 22.3 The fee for revaluation shall be as per the University Rules.
23. No person who is under sentence of expulsion or rustication from a University Teaching Department, School of Studies or College or is debarred from appearing at examination of the University for any period of time shall be granted a Migration Certificate during the period for which the sentence is in operation.
24. Duplicate copies of Marks Sheet and Migration Certificate certificates shall be granted on payment of the fee as per University Rules.
- 24.1 Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time being in force that the applicant has not utilized the Original Migration Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.
25. The names of first ten successful candidates in each examination who obtain first division shall be declared in order of Merit for each class/subject as the case may be.
26. The Vice Chancellor may award five grace marks in case the candidate is failing by five marks or missing a division by one mark.

PART-IV

EXAMINATION FEES

27. The examination fees for various courses under Semester System Examination pattern shall be as per the prescribed norms of the University.
28. The Board of Management of the University can change fees of any program or conditions for the examination Clause (1 to 27) as and when the situation so warrants.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 05****CONDUCT OF EXAMINATIONS**

1. All arrangements for the conduct of examinations to be held by the University shall be made by the Controller of Examinations in accordance with such directions as may be issued by the Board of Management.
2. The Controller of Examinations shall prepare and duly publish a program for the conduct of examinations specifying the date of each Examination and the last dates by which applications and fees for examinations shall be submitted by the intending examinees.
3. Vice Chancellor shall in consultation with the Head of the Institution / Department appoint Superintendents and Assistant Superintendents, if any, for the Examination Centre and shall issue instructions for their guidance. Online examination as well as practicals can be conducted after approval of BoM and GB. The examination centre shall be created by the University.
- 3.1 The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer books sent to him and shall render to the University office a complete account of used and unused question papers and answer books.
- 3.2 The superintendent shall supervise the work of invigilators working under him and shall conduct the examinations strictly according to the instructions issued to him by the University.
- 3.3 The Superintendent of the Examination shall, whenever necessary send a confidential report to the Controller of Examinations about the conduct of examination, mentioning therein the performance of the invigilators and the general behaviour of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination being held at the centre as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for maintenance and submission to the CFAO of the University of the account of advance money received and expenditure incurred in connection with the conduct of the examinations.
- 3.4 The Centre Superintendent shall have the power to expel, an examinee, from examinations on subsequent examination days, on any of the following grounds:—
 - 3.4.1 That the examinee created a nuisance or serious disturbance at the Examination Centre.
 - 3.4.2 That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
 - 3.4.3 If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Controller of Examinations shall be informed immediately.
- 3.5 Unless otherwise directed, only teachers of University Teaching Departments and Schools of Studies shall be appointed as invigilators by the Superintendents. Invigilators can also be drawn from other educational institutions.

4. It shall be the duty of the Centre Superintendent to ensure that an examinee is the same person who had filled in the form of application for appearing at the examination. It shall be the duty of the Centre Superintendent to see that on each day on which a candidate appears in the examination his signature is obtained on the form and to make sure that it tallies with the one already on it.
5. The Controller of Examinations may, on the recommendation of the Centre Superintendent appoint an alternative person to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himself /herself on account of severe short sightedness or sudden illness (Must be supported by a certificate issued by a Medical Officer), provided that such an alternative person shall be a man/woman possessing qualification of at least one class examination lower than the examinee concerned.
6. The Vice Chancellor may cancel an examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
7. The Vice-Chancellor may issue such General Instructions for the guidance of the Examiners, Centre Superintendents, Tabulators, Collators, as he considers necessary for the proper discharge of their duties.
8. Subject to the provision of this Ordinance, the Board of Management may from time to time make, alter or modify rules and procedures about the conduct of examination.
9. The Results Committee for each faculty shall consist of the following:
 - (i) Vice Chancellor : Chairman
 - (ii) Dean of the Faculty : Member
 - (iii) Registrar : Member Secretary
- 9.1 Two members shall form the Quorum,
- 9.2 The term of the Results Committee shall be one academic year.
- 9.3 The functions of the Results Committee shall be as follows:
 - 9.3.1 To scrutinize and pass the results of the examinations conducted by the University after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice-Chancellor the action to be taken in case the result is unbalanced.
 - 9.3.2 To scrutinize complaints against question papers and to take necessary action.
 - 9.3.3 To decide cases of candidates who answered wrong paper.
 - 9.3.4 To decide cases of candidates whose answer books were lost in transit.
 - 9.3.5 To decide cases of mistakes made by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centres, Tabulators, Collators, Coordinators and any other person concerned with the examinations whose cases are referred to the Committee.

- 9.3.6 To exercise such other powers as the Board of Management may delegate to it from time to time.
10. The Vice.Chancellor shall appoint Tabulators and Collators as necessary and he may issue general instructions for the guidance of tabulators in preparing the results of the examination.
 11. If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Controller of Examinations direct.
 12. Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his / her examination shall be reported to the Controller of Examinations who shall place the matter before the Board of Management.
 13. Except as otherwise decided by the Board of Management, the examination answer books and the documents regarding the marks obtained by the examinees, except the tabulated results, shall be destroyed or otherwise disposed off after 6 months from the date of declaration of the results.
 14. The Registrar will publish the results of the University examinations as passed by the Results Committee on the notice board of the office of the University. The results, when published, shall simultaneously be communicated to the Heads of Institutions and the Schools of Studies. If any clerical error or error in the process of calculation or computerization is discovered in the results so declared, the Vice Chancellor shall have the power to rectify the same.
 15. The remuneration of the Examiners, Superintendents, Assistant Superintendents, Invigilators, Tabulators and Collators and the deductions to be made in remuneration for errors noticed shall be decided by the Board of Management from time to time.
 16. No examinee shall leave the examination hall within one hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of its commencement.
 17. Examinees desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of 5 minutes.
 18. A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking in spite of the warning by the invigilators, the answer book of such examinee shall be withdrawn and a second answer book supplied. Only the second answer book shall be sent for valuation. The first answer book shall be cancelled and sent to the Controller of Examinations by the Superintendent.
 19. The Superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination centre during the hours of examination, in the following manner:
 - 19.1 The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
 - 19.2 The statement of the examinee and the invigilator shall be recorded.

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- 19.3 The examinee shall be issued a fresh answer bookmarked "Duplicate Using Unfair means" to attempt answer within the remaining time prescribed for the examination.
- 19.4 All the materials collected and the entire evidence along with a statement of the examinee and the answer book duly initiated shall be forwarded to the Registrar by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.
- 19.5 The material so collected from the examinee together with both the answer books, viz, the answer books, collected while using unfair means and the other supplied afterward will be sent to the examiner by the Registrar for assessing both the answer books separately and to report if the examinee has actually used unfair means in View of the material collected.
- 19.6 The cases of the use of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Vice Chancellor every year.
20. Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by the Controller of Examinations to Two Examiners (other than the One who initially valued it).
- 20.1 The average of the nearest two of the three valuations (one initial and two revaluations) shall be taken as corrected marks.
- 20.2 If the revaluation marks deviate 20% or more from the initial valuation, a fourth examiner shall be appointed by the Vice Chancellor. In such cases the marks awarded by the fourth examiner shall be final.
21. All the records of examinations and results will be maintained by the university for a maximum period of three years from the date of declaration of results of the concerned examination.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 06****AWARD OF FELLOWSHIPS AND SCHOLARSHIPS**

1. For award of fellowships and scholarships, the University shall invite applications through an advertisement in the Newspapers for the awards to be made, in the month and time to be fixed by the Board of Management.
- 1.1 All awards of Fellowships, Research Scholarships and other Scholarships shall be made on the recommendation of the Academic Council by the Board of Management.
2. The value and duration of Research Scholarships instituted by the University will have the following conditions-
 - 2.1 The Fellow/Scholar will do whole time Research Work under an approved guide on a subject approved by the University.
 - 2.2 The Fellow /Scholar shall not accept or hold any appointment paid or otherwise or receive any emolument, salary stipend etc. from any other source during the tenure of the award nor shall he engage himself in any profession or trade during that period. He may, however, undertake teaching assignment of not more than nine hours a week in the institution, where he is working without accepting any remuneration.
 - 2.3 The Fellow/Scholar shall not join any other course of study or appear in any examination after commencing work under the Fellowship/Scholarship.
 - 2.4 Provided that the Vice Chancellor may, on the recommendation of the guide, permit the Fellow/Scholar to join a Language Diploma Course and appear in an examination there for.
 - 2.5 Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problems of research without supplicating for a degree.
 - 2.6 Unless permitted by the guide to work for a specified period at some other place, the Fellow/Scholar shall be required to attend the institution, where he is to work, on all working days.
 - 2.7 If any information submitted by the Fellow/Scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.
 - 2.8 If at any time it should appear to the University that the progress or conduct of the Fellow/Scholar has not been satisfactory, the Fellowship/Scholarship may be suspended or withdrawn.
 - 2.9 The leave conditions for the Fellow / Scholar will be decided by the Board of Management.
 - 2.10 The Fellow/Scholar shall be required to pay the fees prescribed by the University.
3. Post-Graduate Scholarship instituted by the University shall ordinarily be tenable for Two Academic Sessions i.e. Twelve Months in the First Year and Ten Months in the Second Year on condition that the Scholarship holder produces a certificate of efficiency in studies from the Head of the Department in the subject of study.

4. If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.
5. The Scholarship shall be tenable from the first of July if the Scholarship holder joins the institution within One Month of date of opening of the session after the summer vacation and pays the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the institution.
6. The payment of Scholarship shall be made only on receipt of scholar's receipted bills duly countersigned by the Head of the Institution / Department where he studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the institution regularly in that month.
7. The drawl of Scholarship shall be done in accordance with the procedure, that may be laid down by the University.
8. A Scholarship holder shall not combine any other course of study with the course for which the award is made.
9. A Scholarship shall be cancelled in the Final Year if the Scholarship holder fails to secure at least 50% marks in the Previous Examination of the concerned Master's Degree of Arts, Science. Life Science, Social Science and Commerce and 60% in other Faculties.
10. If a Scholarship holder is unable to appear at the Previous examination on account of sickness or any other reasonable cause, the scholarship for the Months of March and April shall be paid only if the Head of the Institution certifies that the scholar diligently studied for the examination, but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the Final Examination, if the scholar passes the Previous Examination with the requisite marks in the succeeding year in the first attempt.
11. A Scholarship-holder shall at all times be of good behaviour and observe all rules of discipline.
12. A Scholarship shall be liable to termination if :
 - 12.1 The Scholarship holder discontinues studies during the middle of a session; or
 - 12.2 The scholarship holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of Scholarship drawn by him.
 - 12.3 The order of termination passed by the Board of Management shall be final.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 07****TWO YEARS (FOUR SEMESTERS)POST GRADUATE
DEGREE PROGRAMS****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to all two years (Four Semester) Post Graduate Degree Programs except those for which the university has separate ordinances. These courses shall be run on semester system.
 - 1.1.1. At present the Programs covers under this ordinance are Master of Science (M.Sc.), Master of Arts (M.A.), Master of Business Administration (M.B.A.), Master of Commerce (M.Com.), Master in Social Work (MSW), Master of Education (M.Ed.), Master of Physical Education (M.P.Ed).
 - 1.1.2. These Degrees may be followed by the specific area of specialization of the study to be reflected in the parentheses, as specified by the UGC like MA (English), MA (Hindi), MA (Sociology), M.Sc. (Physics), M.Sc. (Chemistry), M. Com. (Administration), M. Com. (International Business), M.B.A. (Finance), M.B.A. (Human Resources), M.B.A. (Information Systems), M.B.A. (Insurance & Risk Management) M.Sc. (Information Technology), etc.
 - 1.1.3. These programs are offered by the concerned Faculty after the recommendation of concerned Board of Studies / Faculty and approval of Academic Council.
 - 1.1.4. More degree programs can be offered under this ordinance on the recommendations of the Board of Studies / Faculty and approval of the Academic Council & Board of Management.
- 1.2. The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.
- 1.3. The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these courses of study are of two years (Four Semesters).
- 2.2 A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

3. Intake & fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these Programs must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.1.1 M.B.A., M.A. and M.S.W.: Bachelor Degree (Hons. / Pass) from any recognized University in any discipline (Such as Commerce, Arts, Science, Engineering, Management, etc.).
- 5.1.2 M.Com.: Bachelor of Commerce Degree (Hons. / Pass) from any recognized University.
- 5.1.3 M.Sc.: Bachelor of Science Degree (Hons. / Pass) with major subject in the relevant subject from any recognized University.
- 5.1.4 Candidates appearing for their Final Year / Semester of Graduation Examination and waiting for their results can apply. They will have to provide proof of passing the Degree, within 15 days of admission.
- 5.1.5 Eligibility for new Programs under this ordinance shall be defined by the Academic Council of the University.

6. Admission Procedure—

Admission under these Programs will be made as follows:

- 6.1 The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet / School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
- 6.4.1 The candidate does not fulfill the eligibility conditions.
- 6.4.2 The prescribed fees are not enclosed.
- 6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.4.4 Supporting documents for admission are not enclosed.
- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The Post Graduate course in semester system shall consist of :
- 7.1.1 Such courses (Papers) as prescribed by the University
- 7.1.2 Such job internship. Job Work, Practical, In-Plant Training, Projects etc. as may be prescribed by the University and
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme—

- 9.1 No candidate shall be allowed to take the term end Semester Examination unless one has :

- 9.1.1 Attended at least 75% of lectures / practical delivered.
- 9.1.2 Paid all the fees due
- 9.1.3 Obtained 'No Dues' Certificate from the concerned Department / Institute.
- 9.1.4 Submitted the job Internship Certificate / Project Report, as notified by the University.
- 9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 Each student shall have to appear in the Examination of Theory / Practical and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which He / She had appeared.
- 10.3 A candidate shall not be admitted in the third semester unless he/she has fully passed the first semester. Likewise a candidate shall not be admitted in 4th semester unless he/she fully passed 2nd semester examination.
- 10.4 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared are over. After the result, if he/she fails admission to higher semester will automatically cancelled with no claim.
- 10.5 Provided further that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Third semester and a composite mark sheet will be issued in the Fourth semester once the candidate clears all the papers.

11. Award of Marks/Grades—

11. The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

- 15.1 University examination centers will be notified by the university.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the Programs shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute / ambiguity, the ruling of the Vice Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System / Pattern of the Examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 08
Three Years (Six Semesters)
Under Graduate Degree Programs

1. Course & Faculty—

- 1.1 This ordinance shall be applicable to all three years Under Graduate Degree Programs except those for which the university has separate ordinances. These courses shall be run on semester system.
- 1.1.1. At present the degrees covers under this ordinance are Bachelor of Computer Applications (BCA), Bachelor of Commerce [(B.Com.), (Hon's/Pass)], Bachelor of Business Administration (BBA), Bachelor of Social Work (BSW) and Bachelor of Arts [(B.A.), (Hon's/Pass)].
- 1.1.2. These Programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council.
- 1.1.3. More Degree Programs can be offered under this ordinance on the recommendations of the Board of Studies.
- 1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.
- 1.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these programs of study shall be of Three Years (Six Semesters).
- 2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.
- 5.1.1 B.A. (Hon's/Pass), B.B.A., B.S.W.: Passed (10+2) Exam with any subject.
- 5.1.2 B.C.A. : Passed (10+2) Exam with Mathematics as a subject.
- 5.1.3 B.Com.(Hon's/Pass) : Passed (10+2) Exam with Commerce / Science.
- 5.2 Candidates appearing for the 12th Examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.
- 5.3 Eligibility for new Programs under this ordinance shall be defined by the University.

6. Admission Procedure—

Admission under these Programs will be made as follows:

- 6.1 The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission / shortlisted based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply. Such candidates, however, must produce the previous year Mark Sheet / School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.
- 6.4 The application form may be rejected due to any of the following reasons:
 - 6.4.1 The candidate does not fulfill the eligibility conditions.
 - 6.4.2 The prescribed fees are not enclosed.
 - 6.4.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - 6.4.4 Supporting documents for admission are not enclosed.
- 6.5 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 6.6 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The undergraduate course in semester system shall consist of :
 - 7.1.1 Such courses (Papers) as prescribed by the University
 - 7.1.2 Such Job Internship, Lab Work, Practical, In Plant Training, Projects, etc. as may be prescribed by the University.
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of Studies may change number of papers and / or marking scheme of the course after the due approval of Vice chancellor.
- 7.3 Number of core subjects in a semester will not be less than 3 (Three) and will not more than 5 (Five), including of foundation course (if any).
- 7.4 Each subject may have one or two theory papers as decided by the Board of Studies.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme

- 9.1 No candidate shall be allowed to take the term end Semester Examination unless one has :
 - 9.1.1 Attended at least 75% of Lectures / Practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained 'No Dues' Certificate from the concerned Department / College.
 - 9.1.4 Submitted the Job Internship Certificate / Project Report, as notified by the University.
 - 9.1.5 Received in Plant/Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 Each student shall have to appear in the examination of Theory / Practical and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10 Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he / she appeared is over. However, his / her eligibility shall be evaluated only after the results of semesters are declared at which he / she had appeared.
- 10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex.student in the next examination of the same semester.
- 10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.
- 10.3.2 A candidate clears all the subjects of 2nd semester examination or fails in one or more subjects of the same will be allowed to the admission in 3rd Semester.
- 10.3.3 A candidate shall not be admitted in the 4th, 5th and 6th semester examination unless he/she has fully passed/cleared all the papers in the 1st, 2nd and 3rd Semester examination respectively.
- 10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next examination of the same semester.
- 10.3.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

- 15.1 University examination centers will be notified by the university.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However, on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 09****THREE YEARS (SIX SEMESTERS) POST GRADUATE PROGRAMS MASTER OF
COMPUTER APPLICATIONS (MCA)****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to the Master of Computer Applications (MCA) Course.
- 1.2 The courses shall be run on Semester System. The program will be offered by faculty of Engineering & Technology after the recommendation of Board of Studies and approval by Academic Council.
- 1.3 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.
- 1.4 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these courses of study shall be of Three Years (Six Semesters).
- 2.2 A candidate has to complete the entire course of Post Graduate Degree within a maximum period of six years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility—

- 5.1 For admission to MCA Programme a candidate should have a Bachelor's Degree of minimum 3 years duration form a recognized University in as one of the Subject or BCA.

6. Admission Procedure—

Admission under these courses will be made as follows:

- 6.1 The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the University and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the Notice Board of the University / University's website or the students will be informed directly of their admission after the last date of application.

- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet / School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under the clause (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons:
- 6.5.1 The candidate does not fulfill the eligibility conditions.
 - 6.5.2 The prescribed fees are not enclosed.
 - 6.5.3 The application form is not signed by the candidate and his /her parent guardian, wherever required.
 - 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrollment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.
- 7. Course structure—**
- 7.1 The undergraduate course in semester system shall consist of:
- 7.1.1 Such Courses (Papers) as prescribed by the University
 - 7.1.2 Such Job Internship, Lab Work, Practical, In Plant Training, Projects, etc. as may be prescribed by the University.
 - 7.1.3 Such scheme of examination as prescribed by the University from time to time.
- 7.2 The MCA course is six semester duration consisting of Five Semester Classroom Study / Practical and one semester Project Work. The sixth semester is for project work during this semester the candidate shall devote himself / herself for the research work, in connection with any of the aspects of computer application relevant to the course selected, and assigned to him by the Head of the Department concerned in the respective college. Prior to submission of dissertation, candidate shall present a pre-submission seminar on his / her work. At the end of the semester the candidate shall submit three typed or printed copies of the dissertation written by him / her to the university through the Director / Principal of the Institute. The dissertation should be accompanied by the Certificate from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.
- 8. Medium of Instructions and Examinations—**
- 8.1 The medium of instruction can be Hindi or English. However, the term end examination will be in English only.
- 9. Examination Scheme—**
- 9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

- 9.1.1 Attended at least 75% of Lectures / Practical delivered.
- 9.1.2 Paid all the fees due.
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department / Institute.
- 9.1.4 Submitted the job Internship Certificate / Project Report, as notified by the University.
- 9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 Each student shall have to appear in the examination of Theory / Practical and Continuous Comprehensive Examination system (CCE) / Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his / her studies in higher semester class after the examinations of the semester he/she appeared are over. However, his / her eligibility shall be evaluated only after the results of semesters are declared at which he / she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one semester examination, he / she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of each semester examination but in no case candidate shall be permitted to carry backlog of more than two papers at a time.
- 10.4 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex student in the next examination of the same semester.
- 10.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he / she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (Theory and Practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on

- integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.
- 14. Merit Lists—**
- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Branch wise final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.
- 15. Examination Centers—**
- 15.1 University examination centres will be notified by the university.
- 16. General—**
- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 10****Two Years (Four Semesters)****Post Graduate Degree Programs****Master of Education (M.Ed.)****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to all one year Post Graduate Degree courses except those for which the university has separate ordinances. These courses shall be run on semester system.
 - 1.1.1 At present the degrees covered under this ordinance are Master of Education (M.Ed.).
 - 1.1.2 These programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council.
 - 1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies and approval of the Academic Council.
- 1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.
- 1.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these courses of study shall be of two years (Four Semesters).
- 2.2 A candidate has to complete the entire course of the Post Graduate Degree within a maximum period of four years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycle every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these programmes must have passed the graduation programme as specified below from any recognized University or an equivalent body.
 - 5.1.1 M.Ed.: Passed B.Ed. Examination from any recognized University Or as equivalent.

- 5.2 Candidates appearing for their Final Year / Semester of Graduation Examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.

- 5.3 Eligibility for new courses under this ordinance shall be defined by the University.

6. Admission Procedure—

Admission under these courses will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission / short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet /School/ College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons:
- 6.5.1 The candidate does not fulfill the eligibility conditions.
- 6.5.2 The prescribed fees is not enclosed.
- 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The post graduate courses in semester system shall consist of:
- 7.1.1 Such courses (papers) as prescribed by the University.
- 7.1.2 Such Job Internship, Lab Work, Practical, In Plant Training, Projects, etc. as may be prescribed by the University and
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme—

- 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

- 9.1.1 Attended at least 75% of lectures /practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.
 - 9.1.4 Submitted the job internship certificate / Project Report, as notified by the Director / Principal.
 - 9.1.5 Received in Plant/Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.
- 10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex.student in the next examination of the same semester.
 - 10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.
 - 10.3.2 A candidate clears all the subjects of 2nd semester examination or fails in one or more subjects of the same will be allowed to the admission in 3rd Semester.
 - 10.3.3 A candidate shall not be admitted in the 4th, 5th and 6th semester examination unless he/she has fully passed/cleared all the papers in the 1st, 2nd and 3rd Semester examination respectively.
 - 10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next examination of the same semester.
 - 10.3.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

- 15.1 University examination centres will be notified by the university;

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 11****Two Years (Four Semesters)****Post Graduate Degree Programs****Master of Physical Education (M.P.Ed.)****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to all two years Post Graduate Degree Programs except those for with the university have separate ordinances. These courses shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are Master of Physical Education (M.P.Ed).

1.1.2 These programs are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council.

1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of Studies and approval of the Academic Council.

- 1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.

- 1.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these courses of study shall be of two years (Four Semesters).

- 2.2 A candidate has to complete the entire course of the Post Graduate Degree within a maximum period of four years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycle every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these programme must have passed the Graduation Programme as specified below from any recognized University or an equivalent body.

5.1.1 M.P.Ed. : Passed **B.P.Ed.** Examination from any recognized University Or as equivalent.

- 5.2 Candidates appearing for their Final Year / Semester of Graduation Examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.

- 5.3 Eligibility for new programs under this ordinance shall be defined by the University.

6. Admission Procedure—

Admission under these programs will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/ College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons :
- 6.5.1 The candidate does not fulfill the eligibility conditions.
- 6.5.2 The prescribed fees are not enclosed.
- 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The post graduate programs in semester system shall consist of:
- 7.1.1 Such courses (papers) as prescribed by the University.
- 7.1.2 Such Job Internship, Lab Work, Practical, In Plant Training, Projects. etc. as may be prescribed by the University and
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme—

- 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

- 9.1.1 Attended at least 75% of lectures /practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.
 - 9.1.4 Submitted the job internship certificate / Project Report, as notified by the University.
 - 9.1.5 Received in Plant/Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.
- 10.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex.student in the next examination of the same semester.
- 10.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the II Semester.
 - 10.3.2 A candidate clears all the subjects of 2nd semester examination or fails in one or more subjects of the same will be allowed to the admission in 3rd Semester.
 - 10.3.3 A candidate shall not be admitted in the 4th, 5th and 6th semester examination unless he/she has fully passed/cleared all the papers in the 1st, 2nd and 3rd Semester examination respectively.
 - 10.3.4 Provided further that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an Ex-Student in the next examination of the same semester.
 - 10.3.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the

student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

- 15.1 University examination centres will be notified by the university;

16. General

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 12
One Year (Two Semesters)
Post Graduate Degree Programs
Master of Library Science (M.Lib.Sc.)

1. Course & Faculty—

- 1.1 This ordinance shall be applicable to all one year Post Graduate Degree courses except those for with the university have separate ordinances. These courses shall be run on semester system.
- 1.1.1 At present the degrees covers under this ordinance are Master of Library & Information Sciences (M.Lib.Sc.).
- 1.1.2 These programmes are offered by concerned faculty recommended by the Board of Studies and approved by the Academic Council.
- 1.1.3 More degree programme can be offered under this ordinance on the recommendations of the Board of Studies and approval of the Academic Council.
- 1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.
- 1.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these courses of study shall be of one year (Two Semesters).
- 2.2 A candidate has to complete the entire course of Post Graduate Degree within a maximum period of two years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycle every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these programme must have passed the graduation programme as specified below from any recognized University or an equivalent body.
- 5.1.1 M.Lib.Sc. : Passed B.Lib.Sc. / B.Lib. Examination from any recognized University or as equivalent.
- 5.2 Candidates appearing for their Final Year / Semester of Graduation Examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.
- 5.3 Eligibility for new courses under this ordinance shall be defined by the University.
- 6. Admission Procedure—**
- Admission under these courses will be made as follows :
- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

- 6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet /School/ College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons :
 - 6.5.1 The candidate does not fulfill the eligibility conditions.
 - 6.5.2 The prescribed fees are not enclosed.
 - 6.5.3 The application form is not signed by the candidate and his/her Parent / Guardian, wherever required.
 - 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrolment / Registration Number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.
- 7. Course Structure—**
 - 7.1 The post graduate courses in semester system shall consist of :
 - 7.1.1 Such courses (papers) as prescribed by the University.
 - 7.1.2 Such Job Internship, Lab Work, Practical, In Plant Training, Projects, etc. as may be prescribed by the University and
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 8. Medium of Instructions and Examinations—**
 - 8.1 The medium of instructions and examinations shall be either Hindi or English.
- 9. Examination Scheme—**
 - 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:
 - 9.1.1 Attended at least 75% of lectures /practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.
 - 9.1.4 Submitted the job internship certificate / Project Report, as notified by the University.
 - 9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.
- 10. Promotion to Next Semester & Failed Candidate—**
 - 10.1 There shall be no supplementary or second examination in between the semester exam.
 - 10.2 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared is over.
 - 10.3 If a candidate fails in not more than one paper in any one semester examination, he / she will be allowed to keep the term {ATKT} and promoted to

the next semester. Candidate shall be eligible to carry the backlog of one paper of the semester examination.

10.4 Provided further that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

10.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semester. In such situation, mark sheet for each semester will be issued separately and a composite mark sheet will be issued in the Second semester once the candidate clears all the papers.

11. Award of Marks/Grades—

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

14.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

15.1 University examination centres will be notified by the university;

16. General—

16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.

16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali Bihar.

16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 13
One Year (Two Semesters)
Post Graduate Diploma Programs

1. Course & Faculty—

1.1 This ordinance shall be applicable to all one year Post Graduate Diploma Programs except those for with the university have separate ordinances. These courses shall be run on semester system.

1.1.1 At present the Diploma covers under this ordinance are:

Post Graduate Diploma in Compute Applications (PGDCA),

Post Graduate Diploma in Hardware Engineering (PGDHE),

Post Graduate Diploma in Rural Development (PGDRD)

Post Graduate Diploma in Retail Management (PGDRM),

Post Graduate Diploma in Fashion Design (PGDFD),

Post Graduate Diploma in Business Management (PGDBM),

Post Graduate Diploma in Information Technology (PGDIT),

Post Graduate Diploma in Environment & Pollution Management (PGDEPM),

Post Graduate Diploma in Marketing Management (PGDMM),

Post Graduate Diploma in Financial Management (PGDFM)

1.1.2 These programmes are offered by concerned faculty on the recommendation of the Board of Studies and by the approval of the Academic Council.

1.1.3 More Diploma Programme can be offered under this ordinance on the recommendations of the Board of Studies and by the approval of the Academic Council.

1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.

1.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

2.1 The duration of these Programs of study shall be of one year (Two Semesters.

2.2 A candidate has to complete the entire course of Post Graduate Diploma within a maximum period of two years from the session of first admission.

3. Intake & Fees—

3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.
- 5.2 PGDCA, PGDHE, PGDRD, PGDRM, PGDFD, PGDEPM, PGDMM PGDFM, PGDBM, PGDIT: Passed the graduation course from any recognized University or its equivalent.
- 5.3 Candidates appearing for their Final Year / Semester of Graduation Examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the University.
- 5.4 Eligibility for new Programs under this Ordinance shall be defined by the University.

6. Admission Procedure—

Admission under these courses will be made as follows:

- 6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University / University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates; however, must produce the previous year mark sheet /School/ College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfill the requirements& eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons:
- 6.5.1 The candidate does not fulfill the eligibility conditions.
- 6.5.2 The prescribed fees is not enclosed.
- 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The post graduate diploma course in semester system shall consist of:
- 7.1.1 Such courses (papers) as prescribed by the University.
 - 7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme—

- 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:
- 9.1.1 Attended at least 75% of lectures /practical delivered.
 - 9.1.2 Paid all the fees due
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department/ college.
 - 9.1.4 Submitted the job internship certificate/Project Report, as notified by the University.
 - 9.1.5 Received in Plant/Practical training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.
- 9.2 Each student shall have to appear in the examination of theory /practical and continuous comprehensive examination system (CCE)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his / her studies in higher semester after the examinations of the semester he/she appeared are over.
- 10.3 If a candidate fails in not more than one paper in any one semester examination, he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of the semester examination.
- 10.4 Provided further, that if a candidate fails in more than one paper in any semester examination he / she may be allowed to appear as an ex-student in the next examination of the same semester.
- 10.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued

separately and a composite mark sheet will be issued in the Second semester once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

- 15.1 University examination centres will be notified by the university.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 14****One Year (Two Semesters) Diploma Programs****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to all One Year (Two Semesters) Diploma Programs except those for with the University have separate ordinances. These Programs shall be run on Semester System.

1.1.1 At present the Degrees Programs under this ordinance are Diploma in Computer Applications (DCA), Diploma in Teachers Training (DTT), Diploma in Computer Education (DCEd), and Diploma in Education (DEd).

1.1.2 These programmes are offered by concerned faculty on the recommendation by the Board of Studies and approval by the Academic Council.

1.1.3 More Diploma programme can be offered under this ordinance on the recommendations of the Board of Studies and approval by the Academic Council.

- 1.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.

- 1.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 The duration of these courses of study shall be of one year (Two Semesters).

- 2.2 A candidate has to complete the entire course of under Diploma Program within a maximum period of two years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycle every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

5.1.1 DCA - Passed 10+2 examination with any subjects.

5.1.2 DTT - Passed 10+2 examination with any subjects.

5.1.3 DCEd. - Passed 10+2 examination with any subjects.

5.1.4 DEd. - Passed 10+2 examination with any subjects.

- 5.2 Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.

- 5.3 Eligibility for new programs under this ordinance shall be defined by the University.

6. Admission Procedure—

Admission under these Programs will be made as follows :

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

- 6.2 List of candidates provisionally selected for admission/short listed based on merit will be displayed on the notice board of the University / University's website / or the students will be informed directly of their admission after the last date of application.

- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing, which the provisional admission shall be cancelled.

- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

- 6.5 The application form may be rejected due to any of the following reasons:

- 6.5.1 The candidate does not fulfill the eligibility conditions
- 6.5.2 The prescribed fee is not enclosed.
- 6.5.3 The application form is not signed by the candidate and his / her parent guardian, wherever required.
- 6.5.4 Supporting documents for admission are not enclosed:—

- 6.6 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.

- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The diploma course in semester system shall consist of:

- 7.1.1 Such courses (papers) as prescribed by the University
- 7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme—

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

- 9.1.1 Attended at least 75% of lectures/ practical delivered.
- 9.1.2 Paid all the fees due
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department /college.
- 9.1.4 Submitted the job internship certificate / Project Report, as notified by the University.
- 9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE) / internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/ her studies in higher semester after the examinations of the semester he/she appeared is over.
- 10.3 If a candidate fails in not more than one paper in any one semester examination, he/she will be allowed to keep the term (ATKT) and promoted to the next semester. Candidate shall be eligible to carry the backlog of one paper of the semester examination.
- 10.4 Provided further; that if a candidate fails in more than one paper in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.
- 10.5 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately and a composite mark sheet will be issued in the Second Semester once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 14.2 Final merit list shall be declared by the University only after the main examination of the second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

15. Examination Centers—

- 15.1 University examination centres will be notified by the university.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However, on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)

ORDINANCE NO.15

FOUR YEARS (EIGHT SEMESTERS)

UNDER GRADUATE DEGREE PROGRAMS

BACHELOR OF TECHNOLOGY (B.TECH.)

1. Course & Faculty—

1.1 This ordinance shall be applicable to all of Four Years (Eight Semesters) Degree in Technology, hereinafter called 4-YDP, and shall be designed as Bachelor of Technology, in respective Branch.

1.1.1 This degree of B.Tech. shall include the branches of Civil, Mechanical, Electrical, Electronics, Electronics & Communication, Electronics & Instrument, Information Technology, Computer Science And Engineering, Automobile, Chemical, Textile, Industrial Production Technology, Fire Technology & Safety Engineering, Instrumentation & Control and Electrical & Electronics, Bio—Medical, Biotechnology, Industrial Engineering & Management, Metallurgy, Mining, Chemical, Agricultural Engineering

1.1.2 These programmes are offered by the Faculty of Engineering and Technology after the recommendation by the respective Board of Studies and approval of the Academic Council.

1.1.3 More Branches can be offered under this ordinance on the recommendations of the Board of Studies and by the approval of the Academic Council.

1.1.4 More Degree Programs can also be offered under this ordinance on the recommendations of the Board of Studies and by the approval of the Academic Council.

1.2 The ordinance shall be applicable to all the University Teaching Departments, under its jurisdiction who offer these courses.

2. Duration—

2.1 The duration of these programs of study shall be of Four Years (Eight Semesters.)

2.2 A candidate has to complete the entire course of under Graduate Degree within a maximum period of Eight Years from the session of first admission. However, one mercy attempt shall be applicable on approval of Vice Chancellor.

3. Intake & fees—

3.1 The intake for each of these courses shall be decided by the University from time to time subject to the approval of Regulatory Authority, if any.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

4.1 There will be normally one academic cycle for this course every year from July to June comprising of two semesters.

5. Eligibility—

- 5.1 Minimum qualification for admission to the first year B.E. shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Mathematics conducted by Jharkhand Board of Secondary Education or an equivalent examination from a recognized Board/ University or as decided by AICTE / University.
- 5.1.1 For first year B.Tech. in Biotechnology & Biomedical option will be available for Biotechnology or Biology instead of Chemistry as minimum qualification. Physics and Mathematics is compulsory for admission to any branch.
- 5.1.2 Admission to Third Semester (Lateral Entry to 2nd Year) will be available to Candidates who have passed the Diploma course in related branch of engineering from Jharkhand Board of Technical Education, or equivalent. B.Sc. passed with PCM from recognized University, shall also be eligible for admission to third semester of B.Tech. course under lateral entry scheme.
- 5.1.3 Provided that in case of students belonging to B.Sc. Stream, shall clear the subjects of Engineering Graphics/Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.
- 5.1.4 Non-Resident Indian (NRI) / PIO / Foreign candidates shall also be eligible for admission to B.Tech. in accordance with prevailing Norms / Directives, provided they satisfy the criterion of clause 6 above.
- 5.1.5 Any student migrating from any other University shall be admitted in the institution provided that the provision as above of this Ordinance will be applicable at the time of admission.

6. Admission Procedure—

Admission under these courses will be made as follows:

- 6.1 The eligible candidates as specified in clause 6(a) above should secure a place in the merit list prepared by Professional Education Board, Jharkhand, if any, or JEEE or any other competent authority of the State Government of Jharkhand / Central Government of admission to B.Tech.
- 6.2 The University may also conduct its own entrance examination for admission to its engineering courses or may utilize the list of results of such examination/Test conducted by different State/National/Professional bodies.
- 6.3 Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary document/fees.
- 6.4 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The B.E. courses in semester system shall consist of :
- 7.1.1 Such courses (papers) as prescribed by the Academic Council.
- 7.1.2 Such job internship, lab work, practical, Industrial Training, projects etc. as may be prescribed by the Academic Council and
- 7.1.3 Such scheme of examination as prescribed, by the Academic Council from time to time.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examinations Scheme—

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

- 9.1.1 Attended at least 75% of lectures/practical delivered.
- 9.1.2 Paid all the fees due.
- 9.1.3 Obtained 'No Dues' certificates from concerned Department / College.
- 9.1.4 Submitted the job Internship Certificate / Project Report, if required in the scheme of examination.
- 9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 There will be one term end University Examination at the end of each semester.

These examinations will be designated as follows:

9.2.1 During First Year

First Semester B.E. Exam, Second Semester B.E., Exam

9.2.2 During Second Year

Third Semester B.E. Exam, Fourth semester B.E. Exam

9.2.3 During Third Year

Fifth semester B.E. Exam, Sixth semester B.E. Exam.

9.2.4 During fourth Year

Seventh semester B.E. Exam, Eighth semester B.E. Exam.

9.3 There will be a full examination at the end of each semester consisting of all of theory and practical. The duration of examination period normally should not exceed 20 working days. The semester examination will generally be held in November–December and April– May in each year.

10. Promotion to Higher Semester and Year—

10.1 A candidate who has been admitted in the B.Tech. Program will be promoted to higher class in accordance with the following sub rules:

10.2 A candidate, who has taken admission in odd semester and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

10.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

10.4 A candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed the first year examination with minimum of **CGPA of 5.0**. Likewise a candidate shall not be admitted in seventh or higher semester classes unless he/she has fully passed first and second year examinations with minimum **CGPA of 5.0**.

11. Award of Marks/Grades—

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester. One grace mark will be given to the candidate who is failing/missing

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit List—

- 14.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.E. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and clearing final year (both semesters) in first attempt.

15. Examination Centers—

- 15.1 University examination centers will be notified by the university.
- 15.2 In matters of admission, attendance, and examination and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 16****ONE YEAR (TWO SEMESTERS) MASTER OF PHILOSOPHY (M. PHIL.) DEGREE PROGRAMS****1. Course & Faculty—**

- 1.1 The Degree of Master of Philosophy (M.Phil) in the concerned Subject and Faculty shall be considered an intermediate Degree between the Master's Degree and the Doctorate Degree (Ph.D.). It shall be an integrated course covering advance courses and a dissertation in the subject.
- 1.2 This ordinance shall be applicable to all the University Teaching Departments / Schools of this University offering M.Phil Programme.
- 1.3 These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
- 1.4 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

2. Duration—

- 2.1 Master of Philosophy shall be a full time Degree Programme. The duration of the course shall be of two consecutive semesters / one year; and a maximum of four consecutive semesters / two years. After that his / her admission along with registration shall be cancelled. Any modification made by the regulatory authority at any time shall be applicable under this program, if authority of the University approves it.
- 2.2 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute / Ordinance of the University
- 2.3 The women candidates and Persons with Disability (More than 40% disability) may be allowed a relaxation of one year in the maximum duration. In addition, the women candidates shall be provided Maternity Leave / Child Care Leave once in the entire duration of the program for up to 240 days.
- 2.4 The candidate registered for M. Phil. Programme shall not be permitted to join any other programme / course of this or any other University.
- 2.5 The candidate once registered for M. Phil. Programme shall submit the M. Phil. Thesis before appearing in the university examination conducted in the university campus.

3. Intake & Fees—

- 3.1 The intake and fees for this course shall be decided by the University from time to time, subject to the approval of Regulatory Authority, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of Regulatory Body, if any.

4. Academic Year—

- 4.1 There will be one academic cycles every year starting from July to June.

5. Eligibility—

5.1 A candidate who satisfies the following conditions can register for the M. Phil. Programme, as per UGC directive/ norms from time to time:

5.1.1 He / She must have taken Master's Degree (P.G) in the concerned/related subject with at least 55% marks. Candidates belonging to SC / ST / Physically Challenged categories shall be given a relaxation of 5% marks at the Master's Degree (P.G) eligibility criterion.

6. Admission Procedure—

Admission under these Programs will be made as follows:

6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

6.2 University will conduct entrance test followed by personal interview and will prepare a merit list depending upon Seats available.

6.3 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

6.4 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark-Sheet / School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

6.5 If a candidate admitted provisionally under (c) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

6.6 The application form may be rejected due to any of the following reasons :

6.6.1 The candidate does not fulfil the eligibility conditions

6.6.2 The prescribed fees is not enclosed.

6.6.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

6.6.4 Supporting documents for admission are not enclosed.

6.7 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

6.8 Admission procedure rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

7.1 The M.Phil. Programme in Semester System shall consist of :

7.1.1 Such courses (papers) as prescribed by the Academic Council.

7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the Academic Council and

7.1.3 Such scheme of examination as prescribed, by the Academic Council from time to time.

8. Medium of Instructions and Examinations—

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examinations Scheme—

9.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures/practical delivered.

9.1.2 Paid all the fees due.

9.1.3 Obtained 'No Dues' certificates from concerned Department / College.

9.1.4 Submitted the job Internship Certificate / Project Report, if required in the scheme of examination.

9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 There will be one term end University Examination at the end of each semester. These examinations will be designated as follows:—

9.2.1 During First Year

First Semester M.Phil. Exam, Second Semester M.Phil., Exam

9.3 There will be a full examination at the end of each semester consisting of all of theory and practical. The duration of examination period normally should not exceed 20 working days. The semester examination will generally be held in November –December and April – May in each year.

10. Promotion to Higher Semester and Year—

10.1 A candidate who has been admitted in the M. Phil. Program will be promoted to higher class in accordance with the following sub rules:

10.2 A candidate, who has taken admission in July and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.

10.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year / semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.

10.4 A candidate shall not be admitted in the Second semester classes unless he / she has fully passed the first semester examination with minimum of **CGPA of 5.0**.

11. Award of Marks/Grades—

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not

more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester. One grace mark will be given to the candidate who is failing/missing

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit List—

- 14.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.E. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and clearing final year (both semesters) in first attempt.

15. Examination Centers—

- 15.1 University examination centers will be notified by the University.
- 15.2 In matters of admission, attendance, and examination and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 17****Doctor of Philosophy (Ph.D) Degree Programs****1. Course & Faculty—**

- 1.1 The Degree of Doctor of Philosophy (Ph.D.) may be granted in any discipline, belonging to any faculty of the AISECT University, in which Postgraduate Studies and / or Research is available at the University.
- 1.2 These programmes are offered by concerned faculty on the recommendation of the Board of Studies and approval of the Academic Council.
- 1.3 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.

2. Duration—

- 2.1 Doctor of Philosophy shall be a full time Degree Programme. The duration of the course shall be of three years and a maximum of Six Years. After that his / her admission along with registration shall be cancelled. Any modification made by the regulatory authority at any time shall be applicable under this program, if authority of the University approves it.
- 2.2 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute / Ordinance of the University
- 2.3 The women candidates and Persons with Disability (More than 40% disability) may be allowed a relaxation of one year in the maximum duration. In addition, the women candidates shall be provided Maternity Leave / Child Care Leave once in the entire duration of the program for up to 240 days.
- 2.4 The candidate registered for Ph.D. Programme shall not be permitted to join any other programme / course of this or any other University.
- 2.5 The candidate once registered for Ph.D. Programme shall submit the Ph.D.Thesis.

3. Intake & Fees—

- 3.1 The intake and fees for this course shall be decided by the University from time to time, subject to the approval of Regulatory Authority, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of Regulatory Body, if any.

4. Academic Year—

- 4.1 There will be two academic cycles every year starting one from July and second from January.

5. Eligibility—

- 5.1 A Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least 55% marks or an equivalent grade from a recognized University / Deemed University or any other University incorporated by the law.
- 5.2 The Candidates will have to appear in Combined Entrance Test (CET) conducted by AISECT University as per rules. Details of the CET will be uploaded on University website.
- 5.3 University may decide separate terms and conditions for those scholars who qualify UGC/CSIR (JRF) Examination / SLET / GATE / Teacher Fellowship holder or have passed M.Phil. programme for CET for Ph.D. Programme.

- 5.4 It shall be followed by an interview to be organized by the University as the case may be.
- 5.5 At the time of interview, research scholars are expected to discuss their research interest / area.
- 5.6 Only the predetermined number of students may be admitted to Ph.D. Programme.
- 5.7 Maximum number of research scholars that can be registered and allowed to pursue research work under a supervisor at any particular time shall be not more than Eight.
- 5.8 Provided that the candidate registered with the Co-Supervisor shall not be counted for the number of candidate under a supervisor.

6. Procedure for Admission—

- 6.1 A Candidate must apply for registration for Ph.D. degree of his subject on the prescribed form obtainable on payment of prescribed fee, stating.
 - 6.1.1 His qualification and experience.
 - 6.1.2 Subject in which he proposes to work.
 - 6.1.3 The field or topic of research work.
 - 6.1.4 Name of the supervisor (along with that of Co-Supervisors, if any) under whom he wishes to carry on investigations along with the consent of the supervisor and co supervisors, if any.
- 6.2 The application must also be accompanied with:
 - 6.2.1 Registration fee as prescribed by the University
 - 6.2.2 A certificate from the head of the University Teaching Department, testifying that adequate facilities exist and stating that the head of the University Teaching Department / School of Study will, in case the candidate is permitted, allow the candidate to work in his/ her department or institute.
 - 6.2.3 Attested copies of the mark sheet / grade sheet of Master's Degree examination should be enclosed with the application. Application for registration may be submitted any time during the academic year.
 - 6.2.4 A certificate from the Head of the Institute where he/she wishes to pursue his/her research work, that he/she has paid the following first instalment fees, be enclosed;
 - 6.2.4.1 Tuition fee as decided by the University subject to the approval of Regulating Body.
 - 6.2.5 After payment of fees along with the form of application the candidate will be provisionally admitted.
- 6.3 Provided the application is found in order after being scrutinized by the dean of faculty.

7. Selection Process—

- 7.1 Candidates will be selected through an Entrance Test followed by an interview. The entrance test will be used to shortlist the candidates to be interviewed.
- 7.2 The interview of the short listed candidates will be held immediately after the entrance test as per announced programme.

8. Entrance Test Details for Ph.D. Programmes—

- 8.1 Duration : Two hours.

- 8.2 Pattern : The test paper will contain objective and subjective questions.
The question paper consists of two parts.
Part- I Languages - 20 Marks
Part – II Subjective Questions - 60 Marks
- 8.3 Medium: Medium of academic programs shall be Hindi / English.
- 9. Course Work—**
- 9.1 After having been admitted each Ph.D. Student shall be required to undertake course work for one semester in the concerned department.
- 9.2 The course work shall be treated as pre Ph.D. preparation and must include a course on research methodology which should include quantitative method, Computer Applications and reviewing of the literature in the relevant field.
- 9.3 The HOD of the respective department shall prepare the time table of the course work, teaching, continuous evaluation and the internal assessment and shall conduct the same.
- 9.4 The semester end examination of the course work shall be conducted by the University. The passing standard in the course work shall be 50%
- 9.5 After completion of the course work by the student, the department shall issue a certificate indicating that the student has completed the course work and he/she is qualified for research and writing the thesis.
- 10. Registration & RDC—**
- 10.1 After three months of his application and/ or on completion of course work of one semester duration, the candidate shall be eligible to submit a synopsis of his proposed research work along with the title of thesis (in seven copies) duly forwarded by the supervisor and Head of the Institution where the candidate will be pursuing his research work. He shall be required to make an oral presentation of the proposed work before the Research Degree Committee consisting of the following members
- 10.1.1 Vice Chancellor or his/her nominee.
- 10.1.2 Dean of the Faculty
- 10.1.3 Head of the University Teaching Department / Chairman, Board of Studies in the respective subject.
- 10.1.4 Two external subject experts of the rank of the University professor / Associate Professor/Reader to be appointed by the Vice Chancellor on the recommendation of Chairman respective Board of Studies,
- 10.1.5 Three members including at least one external expert shall form the quorum of the Committee.
- 10.1.6 On the request of the supervisor, the Vice Chancellor may permit him to be present as observer during the oral presentation of his candidate.
- 10.2 The meeting of the Research Degree Committee will be held in the University Office ordinarily twice a Year. The committee shall recommend the eligibility of the person for the appointment as Supervisor/ Co-Supervisor. The committee shall also prepare a list of approved Supervisors/Co-supervisors along with their specializations as per provisions of the ordinance. This list shall be available with the Registrar.
- 10.3 The Committee shall recommend suitability of the topic of research and the registration of the candidate for the Ph.D. Degree. On approval by the RDC the candidate shall be registered and enrolled as a student from the date the Head of the Department/School of Studies/ Institute forwarded the application or the date on which the candidate deposits the registration fee, whichever is earlier.

He will also be required to pay regular tuition, library and laboratory fees (six monthly) during research tenure.

- 10.4 A candidate shall ordinarily be permitted to work for Ph.D. degree in the subject in which he has the Master's degree, provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature.
- 10.5 The candidate shall pursue his/her research at the approved place of research under the Supervisor/Co-Supervisors on the approved subject. The candidate shall be permitted to submit his/ her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension. On time, his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by one year by the Vice Chancellor, if he / she applies for extension within a month after the expiry of registration period together with the prescribed fee. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.
- 10.6 Provided also that Vice Chancellor may permit a candidate to get re-registered on the same topic on payment of the prescribed re-registration fee. The minimum period of 36 months and attendance shall not apply to such re-registered candidate.
- 10.7 The candidate possessing M.Phil. degree or a teacher with 2 years teaching experience at the time of registration can submit his/her thesis after 30 months instead of 36 months as provided in clause (5) of the Ordinance.
- 10.8 The candidate shall put in at least 300 days attendance including actual attendance he/she will earn during the course work in the institution concerned or with the Supervisor.

11. Eligibility for Guide—

- 11.1 The person recommended as Supervisor/Co-Supervisor to guide the Research Scholar must be:

- 11.1.1 A professor in a University Teaching Department/School of Studies.

OR

A Reader / Associate Professor in a University Teaching Department/ School of Studies or a Research Centre possessing either Doctorate degree or has published five research papers in standard Research journals.

OR

A Lecturer/Assistant Professor of a University Teaching Department/ School of studies/Research centre who has obtained a Doctorate degree in the subject and has published at least five Research papers in standard Research journals and has at least five year teaching experience after Ph.D.

OR

A Scientist / Director working in a research institute / organization / establishment / laboratory, identified by the University as a Research Centre by signing an MOU of the effect, who has obtained a doctorate degree and published 5 research papers on concerned subject in standard research journals and has 5 years post-doctoral experience.

- 11.2 The person recommended as co-supervisor to guide Research Scholar together with supervisor must be a Teacher /Scientist/ Director of any Institute / Research establishment who has obtained a Doctorate degree and has 5 year Post-Doctoral research experience.

12. Research Centre—

- 12.1 A candidate may pursue his research work for Ph.D. degree in a research centre recognized by the University for this purpose. This may include:
- 12.1.1 University Teaching Departments in the subject concerned
 - 12.1.2 Research institute of national/international repute in respective fields, with exceptional research facilities.
 - 12.1.3 Industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India approved R&D centre.
 - 12.1.4 A candidate permitted to work in such Industry stated in pre Para, shall be required to take at least one co-supervisor from that organization / industry. Such Co-supervisor should be Scientist / Director of the R&D centre not below the rank of Associate Professor of the University.
 - 12.1.5 A candidate permitted to work in such Research Establishment, stated in pre Para, shall also be required to take at least one co-supervisor from that industry. Such Co.Supervisor should be Scientist/ Director of the R&D centre not below the rank of Associate Professor of the University.
- 12.2 Candidates will be permitted to pursue research work in any of the above centre outside of the University only after such centre has entered into an MOU for research work.
- 12.3 All new Research Centres and new supervisors (Guide / Co-Guide) have to be approved by the Academic Council on the recommendations of concerned RDC/ Faculty / Board of Studies.

13. Change of Supervisor—

- 13.1 The candidate may be allowed to change the Supervisor by the Vice Chancellor on the recommendation of the committee constituted by the Vice Chancellor for this purpose under special circumstances. No major change in the topic of research will be permitted due to change in supervisor.

14. Submission of Thesis—

- 14.1 The University shall obtain every six months a record of attendance, receipt of fees paid and a progress report of the work of the Research scholar from his/ her Supervisor. If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year and the candidate fails to deposit fees, the Vice Chancellor may remove the name of the scholar from the list of those registered for the Ph.D. degree.
- 14.1.1 Prior to submission of the thesis, the student shall make a pre Ph.D, presentation in the Department that may be open to all faculty members and research students, for getting feedback and comments, which may be suitably incorporated into the draft thesis under the advice of the supervisor.
 - 14.1.2 The candidates shall publish at least one research paper in referred Journal before the submission of the thesis for adjudication, and

produce evidence for the same in the form of acceptance letter or the reprint.

- 14.1.3 The candidate shall submit five copies of the summary of the thesis together with a list of research papers published/communicated for publication, if any, through his Supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- 14.1.4 The supervisor shall submit a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Reader or Professor in a sealed cover to the Registrar. Provided that the panel of examiners shall be obtained from the Chairman, Board of Studies of the subject concerned, in case the candidate is related to the supervisor.
- 14.1.5 On the receipt of the panel of examiners from the Supervisor and summary from the candidate, the Registrar shall call a meeting of Examination Committee of the subject. The Committee considering the panel submitted by the Supervisor/Chairman, Board of Studies of the subject concerned will prepare a panel of six names to act as examiners.
- 14.1.6 The candidate shall supply three type written/photocopies, hard bound, with 3 CDs of his thesis along with the following:
 - 14.1.6.1 Published / Communicated Papers(s).
 - 14.1.6.2 The thesis must be accompanied by a declaration from the candidate that thesis embodies his own work and he/she has worked under the Supervisor at the approved place of work for the required period as per provisions of the ordinance.
 - 14.1.6.3 The certificate from the supervisor together with Co-Supervisor, if any, that the thesis fulfils the requirements of the ordinance relating to the Ph.D. Degree of the University.
 - 14.1.6.4 The candidate shall also remit with the thesis prescribed fee as the Examination Fee.

15. Examination Rules—

- 15.1 On receipt of the thesis along with the certificates and fee it shall be sent to two examiners appointed by the Vice Chancellor and already consented as per ordinance.
- 15.2 The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - 15.2.1 It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of the facts. In either case it should evince the candidate's capacity for critical examination and sound judgment.
 - 15.2.2 It must be satisfactory in point to language and presentation of the subject matter.
 - 15.2.3 The examiners shall categorically recommend in the prescribed Proforma acceptance, revision or rejection of the thesis togetherwith detailed comments. The examiner must also give a list of the questions he wishes to be asked at the Viva Voce Examination.
 - 15.2.4 If the examiners recommend that the candidate be asked to improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of order

to the candidate. The candidate shall be provided examiner(s)' reports without disclosing the names. In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission, but it shall not be necessary for him to reproduce any certificate of further attendance at the institute at which he/she carried out the work.

- 15.2.5 The resubmitted three copies of the thesis must clearly mention that it is a revised version.
- 15.2.6 The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.
- 15.2.7 In case both the examiners of revised thesis accept the thesis for the award then the candidate shall be awarded the Ph.D. Degree on successful viva-voce examination as per provisions of the Ordinance.
- 15.3 The Vice Chancellor can recall the thesis from any examiner who fails to send the report within three months of the date of dispatch of the thesis and may appoint another examiner.
- 15.4 In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision of the thesis then the thesis shall be rejected.
- 15.5 If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise the thesis in the light of the observations of the examiners.
- 15.6 If one examiner approves the thesis and the other rejects it or recommends for revision of the thesis then the thesis shall be sent to the third examiner drawn from the panel of examiners approved by the Vice Chancellor.
- 15.7 In case both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph.D. degree, then the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising the supervisor, co-supervisor (if any) and one of the two examiners (approved) by the Vice Chancellor who have accepted the thesis for the award of the Ph.D. Degree. Provided that the Vice Chancellor shall appoint Head of Department / School of Studies or Chairman, Board of Studies of the subject concerned to act as Viva-Voce Examiner, in place of the supervisor in case the candidate is related to the supervisor.
- 15.8 The Supervisor / Head, University Teaching Department / School of studies, as the case may be, shall be communicated the name of the external examiner appointed by the Vice Chancellor to conduct the viva-voce examination. The date fixed in consultation with the external examiner for the Viva-Voce shall be informed to the candidate and to the Registrar.
- 15.9 Provided that in special circumstances the Vice Chancellor may appoint alternate viva-voce examiner, if both the examiners are not in a position to conduct the Viva-Voce examination.
- 15.10 The Viva Voce examination shall be conducted at the University Teaching Department/ School of Studies in the Subject or at any place fixed by the University for the purpose. The date, time and place of viva-voce examination shall be notified by the Registrar on the University Notice Board at least a week in advance. At the time of viva-voce examination the board of

examiners shall be provided the reports of the examiners which shall be returned along with report of viva-voce examination to the Registrar.

- 15.11 The candidate shall present the work embodied in the thesis to the board of examiners, members of faculty, research scholars and other interested persons. After the presentation of the research work the Board shall ask questions together with those questions which have been given along with examiners reports. Others in the audience may also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.
- 15.12 In case the recommendation of the Viva-Voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six months. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected. Such candidates would be required to pay an additional fee as prescribed by the University for the second Viva.Voce. The external examiner for second Viva-Voce shall be appointed by the Vice Chancellor.
- 15.13 The thesis shall be published only with permission of the University and such publication shall state on the title page itself that this was a thesis approved for the award of the Ph.D. Degree of the University.
- 15.14 After the Viva-Voce, the recommendation of the examiner shall be reported to the Academic Council / BOM for the award of Ph. D. Degree to the candidate. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institute where the research work was carried out, and One copy along with CD will be sent to UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions / Universities.
- 15.15 After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of prescribed fee. The reports will not disclose the identity of the examiners.
- 15.16 Along with the Degree, the University shall issue a Provisional Certificate certifying to the effect that the Degree has been awarded in accordance with the provisions to Ph.D. Regulations of the UGC
- 15.17 On detection of any irregularity, the University may take suitable steps to withdraw the degree.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.

APPENDIX-1**PROFORMA FOR SYNOPSIS**

1. Title of the thesis
2. Introduction
3. Motivation
4. Objective(s) and Scope (Research Problem/Question and Hypothesis)
5. A brief review of the work already done in the field (Literature Survey)
6. Proposed Methodology / Plan of Work during the tenure of the research work
7. Expected outcome of the proposed work
8. List of Publications based on the research work (Attach one set of reprints).
9. Proposed contents of the thesis (for Social Science Subjects Only).
10. References (Bibliography).

Signature of Supervisor

Signature of the Candidate

Date

Date

Signature of Co-Supervisor (if any)

Date

APPENDIX-2**CERTIFICATE BY THE CANDIDATE**

I certify that the thesis entitled
.....approved by Research Degree Committee, submitted for the award of
Ph.D. embodies my own work. I further certify that to the best of my knowledge and belief
the thesis does not contain any part of any work which has been submitted for the award
of any degree either in this University or in any other University/Deemed University without
proper citation.

Signature of Supervisor

Signature of the Candidate

APPENDIX-3**CERTIFICATE OF THE SUPERVISOR**

This is to certify that the work entitled is a piece of research work done by Shri/Smt./Ku. Under my/our guidance and supervision for the degree of Doctor of Philosophy of AISECT University, Hazaribag, Jharkhand, India. I certify that the candidate has put in an attendance of more than 200 days with me.

To the best of my knowledge and belief the thesis:

- (i) Embodies the work of the candidate himself /herself:
- (ii) Has duly been completed :
- (iii) Fulfills the requirement of the Ordinance relating to the Ph.D. Degree of the University; and
- (iv) is up to the standard both in respect of contents and language for being referred to the examiner

Signature of the Co-Supervisor

Signature of the Supervisor

Date:

Date:

APPENDIX- 4**CONFIDENTIAL PROGRESS REPORT BY SUPERVISOR**

Six monthly progress report of the research work done for the period from To of the research scholar.

1. Name of the research scholar
2. Subject
3. Topic registered for Ph.D. Degree
4. Name of the Supervisor
5. Name of Co-Supervisor (if any)

Description of the guidance on the topic	Period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period.

Remarks of the Supervisor on the work done by the candidate on topic :

Fees paid vide receipt No. Date

Signature of the Supervisor

Date:

Address :

Place:

.....

APPENDIX-5**REQUEST FOR PRE-PH.D. PRESENTATION BASED ON DRAFT THESIS**

The Registrar,

AISECT University

Subject:- Request for making Pre-Ph.D. Presentation based on draft thesis.

Reference : Ph.D. registration letter No dated

Sir,

With reference to above the details of my Ph.D. thesis are given bellow:

1. Name of the candidate
2. Name of Supervisor and Co-Supervisors
3. Subject
4. Place of work
5. Title of thesis

My draft thesis is complete and I want to make Pre-Ph.D. Presentation. Kindly arrange for the same.

Date:

(Signature of the Supervisor)

Place:

Name and Address:

(Signature of the candidate)

Name and Address:

APPENDIX-6**FORWARDING LETTER OF HEAD OF INSTITUTION OF RESEARCH CENTRE**

The Ph.D. thesis entitled Submitted by
Shri/Smt./Ku.
is forwarded to the University in three copies. The candidate has paid the necessary fees and
there are no dues outstanding against him/her.

Date:.....

Place:

.....

(Signature of Head of Institution

where the candidate was registered for Ph.D. degree)

Name

Seal

APPENDIX-7**EXAMINERS REPORT ON PH.D.**

Title of Thesis.....Subject
..... Faculty

1. The thesis is recommended for the award of Ph.D. Degree. Yes/ No
2. The thesis be revised on the lines detailed below
.....
3. The thesis be rejected Please specify
Yes/No, as the case may be.

DETAILED REPORT

(The examiner is requested to give his/ her detailed report below on the following points.)

- (i) It must be a piece of research work characterized either by the discovery of new facts or by a fresh approach towards the interpretation of facts & theories.
- (ii) It evinces the candidate's capacity for critical examination & sound judgment.
- (iii) It must be satisfactory in point of language & presentation of the subject matter.

Note: Additional sheet(s) may be attached, if necessary.

Date

Place

(Signature of the Examiner)
Full Name & Address
.....

DR.C.V.RAMAN UNIVERSITY, VAISHALI (Bihar)**ORDINANCE NO. 18****TWO YEARS (4 SEMESTERS) POST GRADUATE DEGREE PROGRAMS
MASTER OF ENGINEERING / TECHNOLOGY/ MASTER OF ARCHITECTURE
(M.E./M.TECH./M.ARCH.)****(Under Credit Based Grading System)****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to the Post Graduate Degree of Master of Engineering / Technology / Architecture leading to the Degree of Masters of Engineering / Technology / Architecture (M.E. / M.Tech. / M.Arch.) in the concerned Subject and Faculty.
- 1.2 The ordinance shall be applicable to all the University teaching departments, under its jurisdiction who offer these courses.
- 1.3 These programs are offered by concerned faculty recommended by the Board of Studies / Faculty and approved by the Academic Council.

2. Duration—

- 2.1 M.E. / M.Tech. / M.Arch. Shall be a full time Degree Program. The duration of the course shall be of four semesters (Two Years).
- 2.2 A candidate has to complete the entire course of the Degree Program within a maximum period of four years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these courses shall be decided by the University from time to time, subject to the norms of regulatory body.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be normally one academic cycle every year from July to June comprising two semesters i.e. July to Dec and Jan to June.

5. Eligibility—

- 5.1 Every applicant for admission to the First Semester of M.E. / M. Tech. / M.Arch.
 - 5.1.1 shall have passed B.E. / B.Tech / B.Arch. or equivalent examinations recognized by the AICTE / UGC in appropriate branch with at least 50% marks in aggregate at final year examination or any other qualification as recommended by AICTE / UGC for a particular course. Candidate belonging to reserved categories will get a relaxation of 5% in qualifying marks as mentioned above.
 - 5.1.2 Applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.
 - 5.1.3 Any student migrating from any other University recognized by the UGC shall be admitted in the University provided that the provision prescribed by the University will be applicable at the time of admission.

6. Admission Procedure—

Admission under these courses will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

- 6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The University may also conduct its own Entrance Examination for admission to this course.
- 6.4 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet /School/College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.5 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.6 The application form may be rejected due to any of the following reasons :
 - 6.6.1 The candidate does not fulfil the eligibility conditions
 - 6.6.2 The prescribed fees is not enclosed.
 - 6.6.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - 6.6.4 Supporting documents for admission are not enclosed.
- 6.7 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.8 Admission rules as framed by the University shall be applicable for all admissions from time to time.
- 7. Course Structure—**
 - 7.1 The Post Graduate Program of Master of Engineering / Technology/Arch. leading to the Degree of Masters of Engineering/ Technology/ Architecture (M.E. / M.Tech. /M. Arch.) shall consist of:
 - 7.1.1 Such courses (papers) as prescribed by the Academic Council of the University
 - 7.1.2 Such job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by the Academic Council of the University and
 - 7.1.3 Such scheme of examination as prescribed, by the Academic Council of the University from time to time.
 - 7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies / Faculty and approved by the Academic Council of the University. The Academic Council of the University on the recommendation of the concerned Board of Studies / Faculty may change number of papers and / or marking scheme of the course after the due approval of Vice Chancellor.
- 8. Medium of Instructions and Examinations—**
- 8.1 The medium of instructions and examinations shall be English.
- 9. Examination Scheme—**
 - 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:
 - 9.1.1 Attended at least 75% of lectures / practical delivered.

- 9.1.2 Paid all the fees due
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.
- 9.1.4 Submitted the job internship certificate / Project Report, if notified by the syllabus/scheme of examination.
- 9.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time in the scheme.
- 9.3 There will be one End Term University Examination at the end of each semester consisting of end semester theory and practical.

These examinations will be designated as follows:—

- 9.3.1 During First Year:
 - First Semester Exam in November - December (Y),
 - Second Semester Exam in April - May (Y)
- 9.3.2 During Second Year:
 - Third Semester Exam in November - December (Y),
 - Fourth Semester Exam in April - May (Y)

- 9.4 The duration of examination period normally should not exceed 20 working days. The semester examination will generally be held in November – December. and April – May in each year.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside of the institute shall always be there.
- 10.3 A candidate shall not be admitted in the third semester unless he/she has fully passed the first semester with CGPA 5.0. Likewise a candidate shall not be admitted in 4th semester unless he/she fully passed 2nd semester examination with minimum CGPA of 5.0.
- 10.4 A candidate may provisionally continue his/her studies in higher semester after the examinations of the semester he/she appeared are over. After the result, if he/she fails admission to higher semester will automatically cancelled with no claim.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit List—

- 14.1 Branch wise final merit list of first five (5) candidates in the order of merit shall be declared by the University only after the main examination of the fourth and final semester for M.E. / M.Tech. / M.Arch. degree, on the basis of the integrated performance of all the two years. The merit list shall include the first five candidates securing at least first division and clearing every semester in first attempt.

15. Duration of Semester—

- 15.1 There shall be at least fourteen weeks of teaching in every semester.
- 15.2 One hour of conduct in Lecturer (L) / Tutorial (T) / Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 15.3 The maximum duration of the program shall be of four years. However, one mercy attempt shall be applicable on the approval of Vice Chancellor.

16. Attendance—

- 16.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the Dean Academic and Vice Chancellor of the University, respectively for satisfactory reasons.

17. Examination Centers—

- 17.1 University examination centres will be notified by the university.
- 17.2 In matters of admission, attendance, and examination and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

18. General—

- 18.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 18.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 18.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali Bihar.
- 18.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)

ORDINANCE NO. 19

DIPLOMA AND CERTIFICATE PROGRAMS IN VARIOUS VOCATIONAL TRADES AND SKILLS

1. Preamble—

1.1 The diploma & certificate programs in various vocational trades and skills aim at providing through knowledge in the subject with an important component of entrepreneurship in all its programmes. Keeping in view the needs of targeted group, the thrust is on providing more vocational and community oriented courses. These courses cover almost all sectors of the society not only in the technical context but also in entrepreneurship development. Surely these courses will promote self-employment and make people technically sound.

1.2 The Honorable President of India observed in the 78th Conference of Association of Indian Universities:

"Can the Universities, as part of their programme, impart training to the students in computer hardware, computer software, electrical / electronic / mechanical maintenance, re-conditioning of agricultural implements etc. and provide a Certificate or Diploma, depending upon their proficiency. This may provide immediate employment potential to the graduates."

1.3 It is obvious that the focus of the Honorable President was on employment generation through high end technology, which is also envisaged in these courses.

2. Course & Faculty—

2.1 This ordinance shall be applicable to the Diploma and Certificate courses in various Vocational trades and skills. These programmes are offered by concerned Faculty recommended by the Board of Studies and approved by the Academic Council of the University.

2.1.1 More diploma and certificate programmes can be offered under this ordinance offered on the recommendations of the Board of Studies and approval of the Academic Council and the Board of Management.

2.2 The ordinance shall be applicable to all the University Teaching Departments / Institutes / Schools of this University.

2.3 The ordinance shall be applicable to all the University Teaching department/Institute/School of this University for Regular, Distance, Private and On Line programmes. Mode of delivery can be Regular, Distance or On-Line programmes.

3. Duration—

3.1 The duration of these courses of study shall extend over four weeks to fifty two weeks (One Months to Twelve Months duration). A table of identified courses with their name, eligibility and duration is enclosed.

3.2 A candidate has to complete the entire course within a maximum period of two years from the session of first admission.

4. Intake & Fees—

4.1 The intake for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

4.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

5. Academic Year—

- 5.1 Normally these programmes will be offered in two academic cycles every year, one from July to June and second from January to December.
- 5.2 These programmes can also be offered by the department as and when the infrastructure and faculty is available. These programmes can also be offered at special request and collaboration from government departments / industries / other organizations.

6. Eligibility—

- 6.1 Candidates seeking admission to these courses must have the required qualification as decided by the Academic Council of the University for each Course. A table of identified courses with their name, eligibility and duration is enclosed.

7. Admission Procedure—

Admission under these courses will be made as follows :

- 7.1 The University will issue admission notifications in News Papers, on the University's Website, Notice Board of the university and in other publicity media before the start of every cycle.
- 7.2 List of candidates provisionally selected for admission / short listed based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.
- 7.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet / School / College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 7.4 If a candidate admitted provisionally under (7.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 7.5 The application form may be rejected due to any of the following reasons :
 - 7.5.1 The candidate does not fulfill the eligibility conditions
 - 7.5.2 The prescribed fees is not enclosed
 - 7.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required
 - 7.5.4 Supporting documents for admission are not enclosed
- 7.6 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents / fees.
- 7.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

8. Course Structure—

- 8.1 The diploma & certificate courses in various vocational trades and skills shall consist of :
 - 8.1.1 Such courses (papers) as prescribed by the University
 - 8.1.2 Such job internship, lab work, practical, in-plant training, projects etc. as may be prescribed by the University and
 - 8.1.3 Such scheme of examination as prescribed, by the University from time to time.

9. Medium of Instructions and Examinations—

9.1 The medium of instructions and examinations shall be either Hindi or English.

10. Examination Scheme—

10.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

10.1.1 Attended at least 75% of lectures / practical delivered.

10.1.2 Paid all the fees due

10.1.3 Obtained 'No Dues' certificate from the concerned Department / College.

10.1.4 Submitted the job internship certificate / Project Report, if notified by the syllabus/scheme of examination.

10.1.5 Received in Plant/Practical training as prescribed by the University.

Clause (10.1) above shall not be applicable to the Private / Ex candidates.

10.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/ internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10.3 For passing the examination; the candidate that be required to secure at least D Grade in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of D Grade in the subject, practical are also to be cleared separately with D Grade wherever applicable.

10.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be B Grade.

10.5 Each Certificate program shall have one theory and One Practical Paper. The Diploma Course may have more than one theory /practical papers that are decided by the concerned Board of Studies for each course.

11. Award of Marks/Grades—

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. Examination Centers—

13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. General—

14.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.

14.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

14.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.

LIST OF VOCATIONAL CERTIFICATE & DIPLOMA COURSES

S. No.	Course	Duration	Eligibility
Faculty of Science			
1	Certificate in Analytical Chemistry	6 Months	B.Sc.
2	Certificate in Bio-technology	6 Months	12th Pass with Biology/
3	Certificate in Computational Mathematics	3 Months	12th Pass with Maths
Faculty of Home Science			
1	Certificate in Cutting & Tailoring (CCT)	6 Months	8th Pass
2	Certificate for Sewing Machine Operator (CSMO)	3 Months	8th Pass
3	Certificate for Fashion Designer (CFFD)	3 Months	12th Pass
4	Certificate Course in Basic of Beauty and Hair Dressing (CCBHD)	45 Days	5th Pass
5	Certificate Course in Basic Cutting and Tailoring (CCBCT)	45 Days	5th Pass
6	Certificate Course in Basic Embroidery (CCBE)	45 Days	5th Pass
7	Certificate in Early Childhood Care and Education (CECCAEC)	4Months	10th Pass
Faculty of Education			
1	Advance Diploma in Nursery Teacher's Training (ADNTT)	24 Months	12th Pass
2	Diploma in Computer Teacher's Training (DCTT)	12 Months	12th Pass
3	Diploma in Nursery Teachers Training (DNNT)	12 Months	12th Pass
4	Certificate in Nursery Teachers Training (CNTT)	3 Months	12th Pass
5	Certificate in Teaching Using ICT (CTUI)	1 Month	12th Pass
Faculty of Commerce			
1	Diploma in Banking Operations (DBO)	12 Months	12th Pass
2	Certificate in Retail Banking Operations (CRBO)	6 Months	12th Pass
3	Certificate in Banking Asset Operations (CBAO)	6 Months	12th Pass
4	Certificate in Banking Services Sales (CBSS)	6 Months	12th Pass
5	Certificate in Rural Banking Operations and Sales (CRBOS)	6 Months	12th Pass
6	Certificate for Debt Recovery Agents (CDRA)	3 Months	12th Pass
7	Certificate in Financial Services Sales (CFSS)	6 Months	12th Pass
8	Certificate in Equity and Commodity Research (CECR)	6 Months	Graduate in any Discipline
9	Certificate in Financial Modeling and Analysis (CFMA)	6 Months	Graduate in any Discipline
10	Certificate for Micro Finance Professionals (CMFP)	3 Months	12th Pass
11	Certificate in Non-Banking Finance Company Operations (CNBFCO)	3 Months	12th Pass
12	Diploma in Practice of Insurance and Re-Insurance (DPIR)	12 Months	12th Pass

13	Post Graduate Diploma in Insurance and Risk Management (PGDIRM)	12 Months	Graduate in any Discipline
14	Certificate in Micro and Rural Insurance (CMRI)	6 Months	12th Pass
15	Certificate in Insurance Marketing and Sales (CIMS)	3 Months	10th Pass
16	Certificate in Insurance Training (CIT)	1 Months	10th pass
17	Certificate for Cashier	3 Months	10th Pass
Faculty of Management			
1	Diploma in Entrepreneurship Development (DED)	12 Months	12th Pass
2	Certificate for Trainee Associate (CTA)	4 Months	12th Pass
3	Certificate for Sales Associate (CSA)	4 Months	10th Pass
4	Certificate for Store Operation Assistant (CSOA)	3 Months	10th Pass
5	Certificate for Front Office Associate (CFOA)	4 Months	12th Pass
6	Certificate for Travel Consultant (CTC)	4 Months	12th Pass
Faculty of Engineering and Technology			
1	Diploma in Radio and TV Technician (DRTT)	12 Months	10th Pass
2	Diploma in Electrical Technician (DET)	12 Months	10th Pass
3	Certificate for TV Repair Technician (CTRT)	6 Months	10th Pass
4	Certificate in Motor and Transformer Winding (CMTW)	6 Months	10th Pass
5	Certificate in Mobile and Telephone Instruments Repairing (CMTIR)	3 Months	10th Pass
6	Certificate in Photocopy Operation and Maintenance (CPOM)	3 Months	10th Pass
7	Certificate for Optical Fibre Splicer (COFS)	3 Months	10th Pass
8	Certificate for Optical Fibre Technician (COFT)	3 Months	10th Pass
9	Certificate for Solar Panel Installation Technician (CSPIT)	3 Months	10th Pass
10	Certificate for Mobile Handset Repair Technician (CMHRT)	3 Months	10th Pass
11	Certificate for DTH Installer and Service Technology (CDIST)	3 Months	10th Pass
12	Diploma in Refrigeration and Air- conditioning (DRA)	12 Months	10th Pass
13	Diploma in Diesel Engine Repair (DDER)	12 Months	10th Pass
14	Certificate in Fire Safety and Security Management (CFSSM)	6 Months	10th Pass
15	Certificate in Operation and Maintenance of Earth Moving Equipment (COMEE)	4 Months	10th Pass
16	Certificate for JCB Operator (CJO)	3 Months	8th Pass
17	Certificate for Land Surveyor (CLS)	3 Month	10th Pass
18	Certificate Course in Basic Electrical Training and House Wiring (CCBELHW)	5th Pass	45 Days
19	Certificate Course in Generator Repairing (CCGEN)	5th Pass	45 Days

20	Certificate Course in Diesel Engine Servicing (CCDES)	5th Pass	45 Days
21	Certificate in Hi – Tech Welding Technology (CHTWT)	8th Pass	3 Months
22	Certificate in Welding Technology (CWELT)	8th Pass	4 Months
23	Certificate in Plumber Trade (CIPT)	8th Pass	4 Months
Faculty of Computer Science & Applications			
1	Certificate in Computer Applications (CCA)	6 Months	10th Pass
2	Certificate in Web Technology (CWT)	6 Months	12th Pass
3	Certificate in Java Programming (CJP)	6 Months	12th Pass
4	Certificate in Multimedia and Animation Designing (CMAD)	6 Months	12th Pass
5	Certificate in C++ (CC)	3 Months	10th Pass
6	Certificate in Computer Concepts (CCC)	3 Months	10th Pass
7	Certificate in Application Software (CAS)	3 Months	10th Pass
8	Certificate for Data Entry Operator (CDEO)	3 Months	10th Pass
9	Certificate in Word Processing/ Typewriting (Hindi/English) (CWP)	4 Months	8th Pass
10	Certificate in Desk Top Publishing (CDTP)	3 Months	10th Pass
11	Certificate in Web Designing using PHP & MY SQL (CWDPM)	4 Months	12th Pass
12	Certificate for BPO & Call Center (CBCC)	4 Months	10th Pass
13	Certificate in Computerised Financial Accounting (CCFA)	3 Months	10th Pass
14	Advance Diploma in Computer Hardware and Networking (ADCHN)	12 Months	12th Pass
15	Certificate in Computer Hardware Engineering (CCHE)	6 Months	12th Pass
16	Certificate in Advance Networking (CAN)	6 Months	12th Pass
17	Certificate in Networking Technology (CNT)	3 Months	12th Pass
18	Certificate in Laptop Repairing (CLR)	3 Months	12th Pass
19	Certificate in Assembly of PC (CAP)	3 Months	10th Pass
20	Certificate for Cyber Cafe Assistant (CCCA)	3 Months	10th Pass
21	Certificate Course in Computer Programming (CCCP)	10th Pass	4 Months
22	Certificate Course in RDBMS Technology (CCRDBMS)	10th Pass	4 Months
23	Certificate Course in Oracle & Developer 2000 (CCORACLE)	10th Pass	3 Months
24	Certificate Course in Visual Basic (CCVB)	10th Pass	2 Months
25	Certificate Course in HTML & Web Page Design (CCHTML)	10th Pass	2 Months
26	Certificate Course in Visual C++ & OOPS (CCVCP)	10th Pass	3 Months

27	Certificate Course in Visual Fox Pro (CCVFP)	10th Pass	2 Months
28	Certificate Course in Windows (CC WIN)	10th Pass	1 Month
29	Certificate Course in MS-OFFICE (CC MSO)	10th Pass	2 Months
30	Certificate Course in Unix Operating System (CCUNIX)	10th Pass	2 Months
31	Certificate Course in MS-Word (CC WORD)	10th Pass	1 Month
32	Certificate Course in Power Point (CCPP)	10th Pass	1 Month
33	Certificate Course in MS-Excel (CC EXCEL)	10th Pass	1 Month
34	Certificate Course in MS-Access (CC ACCESS)	10th Pass	1 Month
35	Certificate Course in Client Server Technology (CCCST)	10th Pass	4 Months
36	Certificate Course in Oracle DBA (CCODBA)	10th Pass	4 Months
37	Certificate Course in FoxPro (CCFOXPRO)	10th Pass	2 Months
38	Certificate Course in Fox base (CCFOXB)	10th Pass	2 Months
39	Certificate Course in Pascal Programming (CCPASC)	10th Pass	2 Months
40	Certificate Course in Basic Programming (CCBASIC)	10th Pass	2 Months
41	Certificate Course in C Programming (CCCPRO)	10th Pass	2 Months
42	Certificate Course in COBOL Programming (CCOBOL)	10th Pass	3 Months
43	Certificate Course in Internet (CCINTNET)	10th Pass	1 Month
44	Certificate Course in Multimedia (CCMULTIM)	10th Pass	2 Months
45	Certificate Course in Computerized Fashion Designing (CCCFD)	10th Pass	4 Months
46	Certificate Course in Linux (CCLINUX)	10th Pass	4 Months
47	Certificate Course in Front Page (CCFP)	10th Pass	2 Months
48	Certificate Course in Data Structure with C++ (CCDSC)	10th Pass	2 Months
49	Certificate course in Scanner & Printer Maintenance (CCSPM)	10th Pass	2 Months
50	Certificate Course in Monitor & SMPS Repairing (CCMSMPS)	10th Pass	2 Months
51	Certificate Course in UPS & CVT Maintenance (CCUPSCVT)	10th Pass	1 Month
52	Certificate Course in Network System Administration (CCNSA)	10th Pass	4 Months
53	Certificate in Inverter and UPS Repairing (CIUPSR)	12th Pass	3 Months
54	Certificate Course in Corel Draw (CCOREL)	10th Pass	2 Months
55	Certificate Course in Auto CAD (CAUTOCAD)	10th Pass	2 Months

Faculty of Media Studies			
1	Certificate in Video Production (CVP)	6 Months	12th Pass
2	Certificate in Radio Programme Production (CRPP)	6 Months	12th Pass
3	Certificate Course in Citizen Journalism and Citizen Media (CCCJCM)	Graduation	3 Months
Faculty of Social Sciences			
1	Certificate in Human Rights	6 Months	Graduate
Faculty of Humanities and Languages			
1	Certificate in Spoken English (CSE)	3 Months	10th Pass
2	Certificate in Personality Development (CPD)	1 Month	10th Pass
3	Certificate in Typewriting (Hindi/English) (CT)	4 Months	8th Pass
Faculty of Agriculture			
1	Certificate in Horticulture Nursery Management (CHNM)	6 Months	10th Pass
2	Certificate in Operation and Maintenance of Tractor (COMT)	3 Months	8th Pass
3	Certificate in Agro Processing (CIAP)	3 Months	10th Pass
4	Certificate in Mushroom Production Technology (CMPT)	2 Months	10th Pass
5	Certificate Course in Food Preservation (CCFOOD)	5th Pass	45 Days
6	Post Graduate Diploma in Agri- Business Management (PGDABM)	12 Months	Graduate in any Discipline
Faculty of Medical Sciences			
1	Certificate in Medical Laboratory Technology (CMLT)	12 Months	12th Pass
2	Certificate in Physiotherapy (CPT)	12 Months	12th Pass

Any other Certificate/Diploma or Skill programme as defined under NSQF and designed by the SSC.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 20****TWO YEARS DIPLOMA IN ELEMENTARY EDUCATION (D.EL.ED.)****1. Course & Faculty—**

1.1 This ordinance shall be applicable to Two years Diploma in Elementary Education (D.El.Ed.) course.

1.1.1 This programme is offered by the faculty of Education after the approval of concerned Board of Studies and the Academic Council of the University.

1.2 The ordinance shall be applicable to all the University teaching departments / Institutes / Schools of this University.

2. Duration—

2.1 The duration of the programme shall be of two academic sessions / years. The commencement and completion of the programme shall be so regulated that two long spells of vacation (summer / winter / staggered) are available to the learners for guided / supervised instruction and face to face contact sessions. Sandwiching the programme between two summer vacations will be an ideal proposition.

2.2 A candidate has to complete the entire course of Diploma in Elementary Education (D.EL.ED.) within a maximum period of four years from the session of first admission.

3. Medium—

3.1 The medium of instructions and examinations shall be either Hindi or English.

4. Intake & Fees

4.1 The intake for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

4.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

5. Academic Year—

5.1 There will be one academic cycles every year starting from July to June.

6. Eligibility—

6.1 Candidates seeking admission to these courses must have the required qualification as specified below from any recognized Board or an equivalent body.

6.1.1 Senior Secondary (Class XII) or equivalent examination passed with fifty percent marks.

6.1.2 Two years teaching experience in a Government/Government recognized private primary / elementary school.

7. Admission Procedure—

Admission under these courses will be made as follows :

7.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle;

7.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

7.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year Mark-Sheet / School / College Certificates, as a proof for

required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

7.4 If a candidate admitted provisionally under (7.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him: will be cancelled.

7.5 The application form may be rejected, due to any of the following reasons:

7.5.1 The candidate does not fulfill the eligibility conditions

7.5.2 The prescribed fees is not enclosed.

7.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.

7.5.4 Supporting documents for admission are not enclosed.

7.6 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents /fees.

7.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

8. Course Structure—

8.1 The Diploma in Elementary Education (D.El.Ed.) course shall consist of:

8.1.1 Such courses (papers) as prescribed by the University

8.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and

8.1.3 Such scheme of examination as prescribed, by the University from time to time.

8.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic council of the University. Proposed D.El.Ed. Curriculum Structure is as follows:

S. No.	Course Title	Suggested Periods per Week	Maximum Marks	External Marks	Internal Marks	Practicum
Year 1	Theory					
1	Childhood and the Development of Children	4-5	100	50	20	30
2	Contemporary Indian Society	4-5	100	75	25	
3	Education, Society, Curriculum and Learners	4-5	100	70	30	
4	Towards Understanding the Self	2-3	50	35	15	
5	Pedagogy across the Curriculum	2-3	50	35	15	
6	Understanding Language and Early Literacy	4-5	100	70	30	
7	Mathematics Education for the Primary School Child	4-5	100	70	30	
8	Proficiency in English	2-3	50	35	15	
	Practicum					
	Creative Drama, Fine Arts and Education	2-3	40	-	40	
	Children's Physical and Emotional Health, School Health and Education	1-2	30	20	10	

	Work and Education	1-2	30	-	30	
	School Internship : 25-35 days		100	-	100	
	Total Marks		850			

S. No.	Course Title	Suggested Periods per Week	Maximum Marks	External Marks	Internal Marks	Practicum
Year 1	Theory					
1	Cognition, Leanings and the Socio-cultural Context	4-5	100	50	20	30
2	Teaching Identity and School Culture	4-5	50	35	15	
3	School Culture, Leadership and Change	2-3	50	35	15	
4	Pedagogy of Environmental Studies	2-3	100	70	30	
5	Pedagogy of English Language	4-5	100	70	30	
6	Optional Pedagogic Course a) Social Science Education b) Language Education c) Mathematics Education d) Science Education	4-5	100	70	30	
7	Diversity Gender and Education	2-3	50	35	15	
	Practicum					
	Children's Physical and Emotional Health, School Health and Education	3-4	40	30	10	
	Creative Drama, Fine Arts and Education	4-5	60	-	60	
	School Internship: 45-55 Days		200	-	200	
	Total Marks		350			
	Grand Total		1700			

8.3 The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

9. Examination Scheme—

9.1 No candidate shall be allowed to take the term-end Examination unless one has:

- 9.1.1 Attended at least 75% of lectures / practical delivered.
- 9.1.2 Paid all the fees due
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.
- 9.1.4 Submitted the job internship certificate/ Project Report, as notified by the Director / Principal.
- 9.1.5 Received in Plant/ Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 A two tier evaluation shall be used: continuous and comprehensive evaluation and term end examinations. Due weightage shall be given to continuous and comprehensive evaluation including for participation and performance in the workshop. Assignments/project reports submitted by the learners shall be evaluated in a given time frame and returned to them along with constructive comments and suggestions so that they can improve their performance. The primary function of the evaluation of the assignments/projects should be to provide timely feedback to the learners to sustain their motivation. Evaluation of assignments, workshop-based activities, school-based activities and teaching practice should be conducted on a continuous basis. The external evaluation shall encompass questions on all the Units of syllabus and shall be assessed through Objective Type/Short Answer Type/Long Answer Type Question. These questions will be decided/finalized by a Board of Examiners appointed by the examining body. The weightage for internal and external evaluation shall be in the ration of 30:70.

10. Promotion to Next Semester & Failed Candidate—

- 10.1 A candidate may provisionally continue his/her studies in second year after the examinations of the first year in which he/she appeared is over.
- 10.2 If a candidate fails in not more than one paper in the first examination but clears all the remaining papers of that examination. He/she will be allowed to be appearing in the supplementary examination, which shall be conduct keep the term (ATKT) and promoted to the next year.
- 10.3 Provided further, that if a candidate fails in more than one paper in first year examination, he/she may be allowed to appear as an ex-student in the next examination of the same year.
- 10.4 A candidate will be awarded Diploma only in the year when he/she clears all the papers of both the year.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

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- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each batch from amongst the candidates who have passed in one attempt
- 14.2 Final merit list shall be declared by the University only after the main examination of the Second and final year for each batch, on the basis of the integrated performance of both the year. The merit list shall include the first ten candidates securing at least First Division and passing all papers in single attempts.
- 15. Examination Centers—**
- 15.1 University examination centres will be notified by the university.
- 16. General—**
- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final.
- 16.3 However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 16.4 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 21****THREE YEAR (SIX SEMESTERS) DIPLOMA PROGRAMS****(POLYTECHNIC ENGINEERING DIPLOMA)****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to all three year (six semesters) diploma courses except those for which the university has separate ordinances. These courses shall be run on semester system.

1.1.1 At present the degrees covers under this ordinance are :

Diploma in Automobile Engineering,
Diploma in Chemical Engineering,
Diploma in Civil Engineering,
Diploma in Computer Technology,
Diploma in Computer Engineering,
Diploma in Civil & Rural Engineering,
Diploma in Construction Technology,
Diploma in Dress Designing & Garment Manufacturing,
Diploma in Digital Electronics,
Diploma in Electrical Engineering,
Diploma in Electronic and Electrical,
Diploma in Electronics & Communication Engineering,
Diploma in Electronics & Video Engineering,
Diploma in Electronics Engineering,
Diploma in Garment Technology,
Diploma in Instrumentation & Control,
Diploma in Industrial Electronics,
Diploma in Instrumentation,
Diploma in Marine Engineering,
Diploma in Mechanical Engineering,
Diploma in Agricultural Engineering,
Diploma in Modern Office Practice,
Diploma in Mining & Mine Surveying,
Diploma in Production Engineering,
Diploma in Fire and Safety,
Diploma in Mine Safety
Diploma in Chemical Engineering
Diploma in Metallurgical Engineering

1.1.2 These programmes are offered by the Faculty of Engineering & Technology and approved by the Board of Studies and Academic Council.

1.1.3 More Diploma programmes can be offered under this ordinance on the recommendations of the Board of Studies.

1.2 The ordinance shall be applicable to all the University teaching departments/ Institutes/ Schools of this University.

2. Duration—

2.1 The duration of these courses of study shall extend over three years (Six Semesters).

2.2 The Full Time Regular Diploma Course in Engineering shall be for a period of three academic years. The Course will run on semester pattern and the semester courses will be of 16 weeks duration each.

2.3 The First Year Diploma Course (Semester I & II) of study is common for almost all branches of Engineering / Technology, except for Diploma course in Modern Office Practice and few other special courses.

2.4 A candidate has to complete the entire course of diploma within a maximum period of two years from the session of first admission

3. Intake & Fees—

3.1 The intake and fees for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

4.1 There will be one academic cycle every year starting from July to June.

5. Eligibility—

5.1 The candidates who pass 10th Standard or equivalent examinations with Mathematics and Science subjects are eligible for admission into three years diploma course.

5.2 For Lateral Entry into the Second year (III Semester) of the three year diploma courses, the candidates shall be required to have passed the Higher Secondary Examination (Academic or Vocational) of 10 plus 2 pattern, with the following conditions :

5.2.1 Academic Stream candidates should have compulsorily studied Maths, Physics & Chemistry at 10 + 2 level

5.2.2 Vocational Stream candidates should have studied either Maths or Physics or Chemistry as one of the subjects of study along with the related Vocational Subject (Theory & Practical) at 10 + 2 level.

5.2.3 Their intake is restricted to 50% (25% for Academic + 25% for Vocational) of the sanctioned intake of the Ist Year Diploma Courses. There is no age limit for the admission.

6. Admission Procedure—

Admission under these courses will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle,
- 6.2 List of candidates provisionally selected for admission / short listed based on merit will be displayed on the Notice Board of the University / University's Website / or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College Certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons—
 - 6.5.1 The candidate does not fulfill the eligibility conditions.
 - 6.5.2 The prescribed fees is not enclosed.
 - 6.5.3 The application form is not signed by the candidate and His / her Parent, Guardian, wherever required.
 - 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The diploma course in semester system shall consist of:
 - 7.1.1 Such courses (papers) as prescribed by the University
 - 7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The course curriculum of each course shall be based on the industries demands and recommended by the Board of Studies and approved by the Academic council of the University. The Academic Council of the University on the recommendation of the concerned Board of Studies / Faculty may change number of papers and / or marking scheme of the course after the due approval of Vice chancellor.

8. Time Limit to complete the Diploma Course—

- 8.1 The following time limit to complete the Diploma course of 3 years duration and pass all the subjects pertaining to the course:

Students Admitted to First Year	:	6 Years
Students Admitted to Second Year (Lateral Entry)	:	4 Years

9. Medium of Instructions and Examinations—

- 9.1 The medium of instructions and examinations shall be either Hindi or English.

10. Examination Scheme—

- 10.1 No candidate shall be allowed to take the term end Semester Examination unless one has:

10.1.1 Attended at least 75% of lectures / practical delivered.

10.1.2 Paid all the fees due

10.1.3 Obtained 'No Dues' certificate from the concerned Department / College.

10.1.4 Submitted the job internship certificate/ Project Report, as notified by the Director/ Head/ Principal.

10.1.5 Received in Plant/ Practical Training as prescribed by the University.

Clause (10.1) above shall not be applicable to the Private / Ex candidates.

- 10.2 Each student shall have to appear in the examination of theory / practical and continuous comprehensive examination system (CCE) / Internal Assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

10.2.1 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

11. Promotion to Next Semester & Failed Candidate—

- 11.1 There shall be no supplementary or second examination in between the semester exam.

11.2 A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he / she had appeared.

11.3 Provided further, that if a candidate fails in more than one paper in any semester examination, he / she may be allowed to appear as an ex-student in the next examination of the same semester.

11.3.1 A candidate clears all the subjects of 1st semester examination or fails in one or more subjects of the same will be allowed to the admission in the 2nd semester.

11.3.2 A candidate clears all the subjects of 2nd semester examination or fails in one or more subjects of the same will be allowed to the admission in 3rd semester.

11.3.3 A candidate shall not be admitted in the 4th, 5th and 6th semester examination unless he/she has fully passed/cleared all the papers in the 1st, 2nd and 3rd semester examination respectively.

11.4 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Fifth semester and a composite mark sheet will be issued in the Sixth semester once the candidate clears all the papers.

12. Award of Marks/Grades—

- 12.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

13. Condonation of Deficiency—

- 13.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

14. Award of Division—

- 14.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 14.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

15. Merit Lists—

- 15.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 15.2 Final merit list shall be declared by the University only after the main examination of the Second and final semester for each degree, on the basis of the integrated performance of both the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

16. Examination Centers—

- 16.1 University examination centres will be notified by the university.

17. General—

- 17.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 17.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 17.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 17.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 22
Four Years (Eight Semesters)
Under Graduate Degree Programs
Bachelor of Pharmacy (B.Pharm)

1. Course & Faculty—

1.1 This ordinance shall be applicable to all of Four Years (Eight Semesters) Degree in Pharmacy, hereinafter called 4-YDP, and shall be designed as Bachelor Pharmacy.

1.1.1 This program is offered by the Faculty of pharmacy after the recommendation by the respective Board of Studies and approval of the Academic Council.

1.2 The ordinance shall be applicable to all the University Teaching Departments, under its jurisdiction who offer the course.

2. Duration—

2.1 The duration of this program of study shall be of Four Years (Eight Semesters.)

2.2 A candidate has to complete the entire course of under Graduate Degree within a maximum period of Eight Years from the session of first admission. However, one mercy attempt shall be applicable on approval of Vice Chancellor.

3. Intake & fees—

3.1 The intake for each of these courses shall be decided by the University from time to time subject to the approval of Regulatory Authority, (PCI).

3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

4.1 There will normally be one academic cycle for this course every year from July to June comprising of two semesters.

5. Eligibility—

5.1 Minimum qualification for admission to the first year B.Pharm shall be the qualifying Higher Secondary School Certificate Examination (10+2) scheme with Physics, Chemistry and Biology/Mathematics conducted by Bihar Board of Secondary Education or an equivalent examination from a recognized Board/ University or as decided by AICTE / University.

5.1.1 Admission to Third Semester (Lateral Entry to 2nd Year) will be available to Candidates who have passed the Diploma course in Pharmacy from Bihar Board of Technical Education, or equivalent. B.Sc. passed with PCB from recognized University, shall also be eligible for admission to third semester of B.Pharm course under lateral entry scheme.

5.1.2 Non-Resident Indian (NRI) / PIO / Foreign candidates shall also be eligible for admission to B.Pharm in accordance with prevailing Norms / Directives, provided they satisfy the criterion of clause 6 above.

5.1.3 Any student migrating from any other University shall be admitted in the institution provided that the provision as above of this Ordinance will be applicable at the time of admission.

6. Admission Procedure—

Admission under these courses will be made as follows:

6.1 The eligible candidates as specified in clause 6(a) above should secure a place in the merit list prepared by Professional Education Board, Bihar any other competent authority of the State Government of Bihar / Central Government of admission to B.Pharm.

- 6.2 The University may also conduct its own entrance examination for admission to its engineering courses or may utilize the list of results of such examination/Test conducted by different State/National/Professional bodies.
- 6.3 Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary document/fees.
- 6.4 Admission rules as framed by the University shall be applicable for all admissions from time to time.
- 7. Course Structure—**
 - 7.1 The B.Pharm courses in semester system shall consist of :
 - 7.1.1 Such courses (papers) as prescribed by the Academic Council, in accordance to PCI.
 - 7.1.2 Such job internship, lab work, practical, Industrial Training, projects etc. as may be prescribed by the Academic Council, in accordance to PCI.
 - 7.1.3 Such scheme of examination as prescribed, by the Academic Council from time to time, in accordance to PCI.
- 8. Medium of Instructions and Examinations—**
 - 8.1 The medium of instructions and examinations shall be English.
- 9. Examinations Scheme—**
 - 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:
 - 9.1.1 Attended at least 75% of lectures/practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained 'No Dues' certificates from concerned Department / College.
 - 9.1.4 Submitted the job Internship Certificate / Project Report, if required in the scheme of examination.
 - 9.1.5 Received in Plant/Practical training as prescribed by the University.
 - 9.2 There will be one term end University Examination at the end of each semester. These examinations will be designated as follows:—
 - 9.2.1 During First Year
First Semester B.Pharm. Exam, Second Semester B.Pharm. Exam
 - 9.2.2 During Second Year
Third Semester B.Pharm. Exam, Fourth semester B.Pharm. Exam
 - 9.2.3 During Third Year
Fifth semester B.Pharm. Exam, Sixth semester B.Pharm. Exam.
 - 9.2.4 During fourth Year
Seventh semester B.Pharm. Exam, Eighth semester B.Pharm. Exam.
 - 9.3 There will be a full examination at the end of each semester consisting of all of theory and practical. The duration of examination period normally should not exceed 20 working days. The semester examination will generally be held in November–December and April– May in each year.
- 10. Promotion to Higher Semester and Year—**

A candidate who has been admitted in the B.Pharm. Program will be promoted to higher class in accordance with the following sub rules:

 - 10.1 A candidate, who has taken admission in odd semester and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.
 - 10.2 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination,

the candidate cannot claim any right on the basis of his/her provisional admission.

- 10.3 A candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed the first year examination with minimum of **CGPA of 5.0**. Likewise a candidate shall not be admitted in seventh or higher semester classes unless he/she has fully passed first and second year examinations with minimum **CGPA of 5.0**.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester. One grace mark will be given to the candidate who is failing/missing

13. Award of Division—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit List—

- 14.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.E. degree, on the basis of the integrated performance of all the four years. The merit list shall include the first ten candidates securing at least first division and clearing final year (both semesters) in first attempt.

15. Examination Centers—

- 15.1 University examination centers will be notified by the university.
- 15.2 In matters of admission, attendance, and examination and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not in consistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 23****THREE YEARS (SIX SEMESTERS) PROGRAM IN
BACHELOR OF SCIENCE IN MEDICAL LABORATORY TECHNOLOGY [B.SC.
(MLT)]****1. COURSE & FACULTY—**

- 1.1 This Ordinance shall be applicable to Bachelor of Science in Medical Laboratory Technology [B.Sc.(MLT)], a three years under graduate degree course. This Course shall be run on annual system. The Program is offered by the faculty of Medical Science.
- 1.2 This course has a provision for multi-point entry/exit system. A candidate can take admission/exit to 1st or 2nd year. If candidates exit the course after passing 1st year he/she will be awarded Certificate in Medical Laboratory Technology (CMLT). If candidate exits the course after passing 2nd year, he/she will be awarded the Diploma in Medical Laboratory Technology (DMLT). If he/she passes 3rd year exam will be awarded B.Sc.(MLT).

2 DURATION—

- 2.1 The duration of this course of study shall extend over three years.
- 2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3 INTAKE & FEES—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR—

- 4.1 There will be one academic cycle every year, from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission in the first year of the B.Sc.(MLT) course must have passed the Senior Secondary (12th) (Bio (PCB)) examination from any recognized Board or an equivalent.
- 5.2 Lateral Entry to B.Sc. (MLT) Second Year will be given to the students having qualification. Certificate in Medical Laboratory Technology (CMLT) (after 10+2) or any other examination considered equivalent to this by the university.
- 5.3 Lateral Entry to B.Sc. (MLT) Third Year will be given to the students having qualification Diploma in Medical Laboratory Technology DMLT (after 10+2) or any other examination considered equivalent to this by the university.

6. ADMISSION PROCEDURE—

Admission under these courses will be made as follows:

- 6.1 The University will issue admission notifications in news papers, and on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's

website/or the students will be informed directly of their admission after the last date of application.

- 6.3 The candidates whose results of the qualifying exam are awaited can also apply, they will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (6.3) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him/ her will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons :
 - 6.5.1 The candidate does not fulfill the eligibility conditions.
 - 6.5.2 The prescribed fees is not enclosed.
 - 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure —

- 7.1 The Bachelor of Science in Medical Laboratory Technology [B.SC. (MLT)] in annual system shall consist of:
 - 7.1.1 Such courses (papers) as prescribed by the University
 - 7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
- 7.3 Number of core subjects in a year will not be less than 6 (six) and will not be more than 10 (ten), including foundation course (if any).
- 7.4 Each subject having one or two theory papers as recommended by the Board of Studies and approved by the Academic Council.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. EXAMINATION SCHEME—

- 9.1 No candidate shall be allowed to take the term-end annual Examination unless one has:
 - 9.1.1 Attended at least 75% of lectures / practical delivered.
 - 9.1.2 Paid all the fees due
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department/ College.

9.1.4 Submitted the job internship certificate / Project Report, as notified by the University.

9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.2.1 30 percent marks of each paper will be earmarked of internal assessment (for each year, there will be two separate evaluations of 15 marks each).

9.2.2 Main examination will carry 70 percent marks,

9.2.3 For passing the examination; the candidate will be required to secure at least 25% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 36% in the subject, practical are also to be cleared separately with 36% marks wherever applicable.

9.2.4 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

10. PROMOTION TO NEXT YEAR & FAILED CANDIDATE—

10.1 There shall be one supplementary or second examination in between the annual examinations.

10.2 A candidate may provisionally continue his/her studies in higher class after the examinations of he/she appeared is over. However, his/her eligibility shall be evaluated only after the results declared at which he/she had appeared.

10.3 If a candidate fails in not more than one paper in any one annual examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next year.

10.4 Provided further, that if a candidate fails in more than one paper in any annual examination, he/she may be allowed to appear as an ex-student in the next examination of the same year (Supplementary examination).

10.4.1 A candidate clears all the subjects of 1st year examination or fails in one subject of the same will be allowed to the admission in the 2nd year.

10.4.2 A candidate clears all the subjects of 2nd year examination or fails in one subject of the same will be allowed admission in 3rd year.

10.4.3 Provided further, that if a candidate fails in some papers of earlier year and clears the final year, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier year. In such situation, mark sheet for each year will be issued separately up to 3rd year and a composite mark sheet will be issued in the third year once the candidate clears all the papers.

11. Award of Marks/Grades—

11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks) in a each semester.

13. AWARD OF DIVISION—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. MERIT LISTS—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each year from amongst the candidates who have passed in one attempt.
- 14.2 Final merit list shall be declared by the University only after the main examination of the third and final year for each degree on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all years in single attempts.

15. EXAMINATION CENTERS—

- 15.1 University examination centers will be notified by the university.

16. GENERAL—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar..
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)

ORDINANCE NO. 24

FOUR YEARS UNDER GRADUATE DEGREE PROGRAM IN NURSING
{B.Sc.(Nursing)}**1. COURSE & FACULTY—**

- 1.1 This ordinance shall be applicable to four years under graduate degree course in nursing. This course shall be run on yearly system with six-month internship.
- 1.2 The ordinance shall be applicable to the University Teaching Departments/Institute /College of this University, who will offer this course.

2. Duration—

- 2.1 The duration of these courses of study shall be of four years including six-month internship.
- 2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3. INTAKE & FEES—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR—

- 4.1 There will be one academic cycles every year, from July to June. It is as per INC guidelines.

5. ELIGIBILITY—

- 5.1 A candidate shall be eligible for admission to B.Sc. (Nursing), if he/she is physically fit to carry out field work related with nursing activities and minimum age of admission shall be 17 years on or before 31st Dec of the year of admission:

- 5.1.1 Higher Secondary school certificate Examination (12 years course with PCBE i.e. Physics, Chemistry, Biology & English).

Or

Senior School Certificate Examination (10+2), Pre-degree Examination (10+2)

- 5.1.2 With 45% marks from a recognized board and 5% relaxation to SC/ST candidates.

6. ADMISSION PROCEDURE—

Admission under this course will be made as follows:

- 6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle as per INC guidelines.
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application as per INC guidelines.

7. COURSE STRUCTURE—

- 7.1 This under graduate course in Nursing will follow the yearly system as per INC guidelines:
- 7.1.1 Such courses (papers) as prescribed by the University/Indian Nursing Council.
 - 7.1.2 Such job internship, lab work, practical, in hospital/nursing/institutions, training, projects hospital visit etc. as may be prescribed by the University and
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor as per INC guidelines.
- 7.3 A student shall be required to offer three types of papers for completing the requirements for the B.Sc.(Nursing) degree:
- 7.3.1 Core papers (Theory Papers)
 - 7.3.2 Experiential learning subjects (Practical i.e. clinical Practice).
 - 7.3.3 Such scheme of examination as prescribed, by the University from time to time as per INC guidelines.
- 7.4 Each subjects having one or two theory papers as decided by the Board of Studies and as per Indian Nursing Council Guidelines.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS—

- 8.1 The medium of instructions and examinations shall be English.

9. EXAMINATION SCHEME—

- 9.1 No candidate shall be allowed to take the term-end Year Examination unless one has:
- 9.1.1 Attended at least 75% of lectures i.e. theory and 100% clinical training / practical delivered.
 - 9.1.2 Paid all the fees due before examination.
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department/College.
 - 9.1.4 Submitted the job internship certificate / Project Report, as notified in Syllabus.
 - 9.1.5 Received in Plant / Practical Training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.
- 9.2 There will be one term & University Examination at the end of each year.
These examinations will be designated as follows:
- 9.3 During First Year
First Year B.Sc. (Nursing) Exam
- 9.4 During Second Year
Second Year B.Sc. (Nursing) Exam
- 9.5 During Third Year
Third Year B.Sc. (Nursing)

9.6 During fourth Year

Four Year B.Sc. (Nursing) Exam

- 9.7 There will be a full examination at the end of each year consisting of theory and practical. The duration of examination period normally should not exceed 25 working days. The year examination will generally be held in April-May in each year.

10. PROMOTION TO NEXT YEAR & FAILED CANDIDATE—

There will be supplementary examination in between the year exam.

- 10.1 A candidate may provisionally continue his/her studies in higher year class after the examinations of the year he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of year are declared at which he/she had appeared.
- 10.2 If a candidate fails in supplementary exam papers, he/she will be allowed to keep the term (ATKT) and promoted to the next year up to third year. However, all papers need to be cleared before appearing in final examination.

10.2.1 Passing Examination (First to fourth Year) —

- 10.2.1.1 To pass an examination, candidate must obtain at least in 'D' Grade theory and in practical separately.
- 10.2.1.2 The candidate if fail in more than one/two subject in any nursing program they can be promoted to next year. A candidate can take any number of attempts with condition that maximum period is as prescribed by each INC program.
- 10.2.1.3 A candidate has to pass in theory and practical exam separately in each of the paper.

10.2.2 Promotion to next higher Classes—

- 10.2.2.1 If a candidate fails in either theory or practical paper he/she have to reappear for both the papers (Theory and practical).

11. AWARD OF MARKS/GRADES—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. AWARD OF DIVISION—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. MERIT LISTS—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each year from amongst the candidates who have passed in one attempt.

- 14.2 Final merit list shall be declared by the University only after the main examination of the fourth year exam and internship on the basis of the integrated performance of all the four years & internship marks. The merit list shall include the first ten candidates securing at least First Division and passing all year in single attempts.

15. EXAMINATION CENTERS—

- 15.1 University examination centers will be notified by the university.

16. GENERAL—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice-Chancellor shall be final. However, on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination as per INC guidelines.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)

ORDINANCE NO. 25

FOUR YEARS (EIGHT SEMESTERS)

UNDER GRADUATE DEGREE PROGRAM IN AGRICULTURE (B.Sc.Ag.)

1. COURSE & FACULTY—

- 1.1 This ordinance shall be applicable to four years under graduate degree course in agriculture. This course shall be run on semester system.
- 1.2 The ordinance shall be applicable to the University teaching departments/Institute /School of this University, who will offer this course.

2. DURATION—

- 2.1 The duration of these courses of study shall extend over four years (eight semesters).
- 2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3. INTAKE & FEES—

- 3.1 The intake for each of these programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR

- 4.1 There will be one academic cycle every year from July to June.

5. ELIGIBILITY—

- 5.1 A candidate shall be eligible for admission to B.Sc.(Ag.), if he/she is physically fit to carry out field work related with agricultural activities and has:
- 5.2 Passed the (10+2)/Intermediate examination in Agriculture or in Science (with Physics, Chemistry and Mathematics/Biology) or any other equivalent examination recognized by the University.
- 5.3 Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.

6. ADMISSION PROCEDURE—

Admission under this course will be made as follows:

- 6.1 The University will issue admission notifications in newspapers, on the University's website, notice board of the university and in other publicity media before the start of every cycle. Alternately University may decide to conduct an Online/Offline admission test for which also notification will be issued.
- 6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.

7. Course Structure—

- 7.1 This under graduate course in Agriculture which follows the semester system shall consist of:

- 7.1.1 Such courses (papers) as prescribed by the University
- 7.1.2 Such job internship, lab work, practical, in field training, projects etc. as may be prescribed by the University and
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies faculty and approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
- 7.3 A student shall be required to offer four types of papers for completing the requirements for the B.Sc. (Ag.) degree:
 - 7.3.1 Core papers (Min. 3 and Max. 7 per semesters).
 - 7.3.2 Optional/Elective/Skill Papers.
 - 7.3.3 Experiential learning subjects.
 - 7.3.4 Rural Agricultural Work Experience (RAWE).
- 7.4 Each subject shall have one or two theory papers as decided by the Board of Studies and approved by the Academic Council.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS—

- 8.1 The medium of instructions and examinations shall be either Hindi or English.

9. Examination Scheme—

- 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

- 9.1.1 Attended at least 75% of lectures / practical delivered.
- 9.1.2 Paid all the fees due.
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department/ College.
- 9.1.4 Submitted the job internship certificate / Project Report, as notified in the Syllabus.
- 9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 There will be one term University Examination at the end of each semester. These examinations will be designated as follows:

- 9.2.1 During First Year
First Semester B.Sc. (Agriculture) Exam, Second Semester B.Sc. (Agriculture) Exam.
- 9.2.2 During Second Year
Third Semester B.Sc. (Agriculture) Exam, Fourth semester B.Sc. (Agriculture) Exam.
- 9.2.3 During Third Year
Fifth semester B.Sc. (Agriculture) Exam, Sixth semester B.Sc. (Agriculture.) Exam.
- 9.2.4 During fourth Year
Seventh semester B.Sc. (Agriculture) Exam, Eighth semester B.Sc. (Agriculture) Exam.

- 9.3 There will be a full examination at the end of each semester consisting of all the papers as per syllabus in theory and practical. Apart from continuous

comprehensive examination (CCE)/internal assessment. The internal assessment will be held in the manner prescribed of the University from time to time.

10. PROMOTION TO NEXT SEMESTER & FAILED CANDIDATE—

- 10.1 There shall be no supplementary or second examination in between the semester exam.
- 10.2 A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.
- 10.3 A candidate, who has taken admission in odd and has appeared in the examination of odd semester of a particular year, will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.
- 10.4 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 10.5 For passing the examination the candidate will be required to secure at least 'D' Grade in University examination separately in the term-end theory practical and internal assessment in each of the prescribed paper.
- 10.6 Provided further, that if a candidate fails in some papers in any semester examination, he/she may be allowed to appear as an ex-student in the next examination of the same semester.

- 10.6.1 A candidate who clears all the subjects of 1st semester examination or fails in one or more subjects of the same, will be allowed admission in the 2nd semester.
- 10.6.2 A candidate who clears all the subjects of 2nd semester examination or fails in one or more subjects of the same, will be allowed admission in 3rd semester.
- 10.6.3 A candidate will not be admitted in 5th and higher semester unless he/she has passed 1st & 2nd semester completely. Candidates shall not be admitted in seventh semester unless he/she has passed 1st, 2nd, 3rd & 4th Semester.
- 10.6.4 Provided further, that if a candidate fails in some papers of earlier semester and clears the final semester, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier semesters. In such situation, mark sheet for each semester will be issued separately up to Seventh semester and a composite mark sheet will be issued in the Eighth semester once the candidate clears all the papers.

11. AWARD OF MARKS/GRADES—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Condonation of Deficiency—

- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

13. AWARD OF DIVISION—

- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. MERIT LISTS—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each academic cycle from amongst the candidates who have passed in one attempt.

15. EXAMINATION CENTERS—

- 15.1 University examination centers will be notified by the university.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar..
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)

ORDINANCE NO. 26

THREE YEARS (SIX SEMESTERS)

UNDER GRADUATE DEGREE COURSES IN VOCATIONAL EDUCATION
(B.VOC.)1. **COURSE & FACULTY—**

- 1.1 This ordinance shall be applicable to all three years under graduate degree courses except those for which the university has separate ordinances. These courses shall be run on semester system.
- 1.1.1 At present the degrees covers under this ordinance are Bachelor of Vocational Education (B.Voc.) in Computer Applications {B.VOC. (CA)}.
- 1.1.2 These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
- 1.1.3 More degree programmes can be introduced under this ordinance on the recommendations of the Board of Studies and Academic Council.
- 1.2 The course titled as B.Voc. (Selected Field/Vocation) shall be offered with a multi-level entry and exit (modular) structure that gives exit option after every year with employable skill at the end of each module.
- 1.3 The certification levels will lead to Diploma/Advanced Diploma/B. Voc. Degree in one or more vocational areas and will be offered under the aegis of the University. This is out-lined in Table I.

Table 1: Awards		
Award	Duration	Corresponding NSQF level
Diploma	1 Year	5
Advanced Diploma	2 Years	6
B.Voc. Degree	3 Years	7

- 1.4 Each of the awards shall specify within parenthesis, the Skill(s) specialization for example:
- B. Voc. (Renewably Energy Management)
 - B. Voc. (Retail Management)
 - B.Voc. (Retail Management and IT)
 - Advanced Diploma (Food Processing)
 - Advanced Diploma (Health Care)
 - Advanced Diploma (Hospitality and Tourism)
 - Diploma (Green House Technology)
 - Diploma (BPO)
 - Diploma (Jewellery Designing)

2. **DURATION—**

- 2.1 Six Semesters (3 years). This three year full time program is divided into six semesters, each of 14 weeks including assessment. In addition all students are expected to undergo on job training / project work for 4-8 weeks every semester that may continue partly during summer / winter breaks.

- 2.2 The course B.Voc. (Selected Field/Vocation) shall be offered with a multi-level entry and exit (modular) structure that gives exit option after every year with employable skill at the end of each module as specified earlier.

The three year modules are as under:

2.2.1 Diploma in the selected course. (after completion of One Year)

Outcome: A person having adequate skills to work as an Assistant to a professional in the respective field.

2.2.2 Advanced Diploma in the selected course (after completion of Two Year)

Outcome: A person having adequate skills to work as 'Technical Assistant' to a professional in the respective field.

2.2.3 B.Voc. (Selected Field) (after completion of Three Year)

Outcome: A person having skills to work as a Technical Associate to a professional in the selected field or work as a 'multi-tasking' technical person in an organization serving the selected trade.

- 2.3 A separate list of outcomes of the offered stream/vocation shall be prepared and published in the respective prospectus of the offered course. This list shall be prepared as per the NOS and NSQF standards.

3. INTAKE & FEES—

- 3.1 The intake for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.

- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. ACADEMIC YEAR—

- 4.1 There will be one academic cycles every year, one from July to June.

5. ELIGIBILITY—

- 5.1 Candidates seeking admission to the First Year of this courses must have passed the Senior Secondary (12th) examination from any recognized Board or an equivalent.

- 5.2 This course shall be offered as Multilevel entry and exit course, as specified by the UGC guidelines, therefore, lateral entry may be offered in the second and third year of the programme to external candidates who have undertaken courses deemed to be equivalent to the 1st year / 2nd year of the programme offered and are able to qualify the skill equivalency test organized by the concerned school in which admission is required.

- 5.3 Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.

- 5.4 Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

6. ADMISSION PROCEDURE—

Admission under these courses will be made as follows:—

- 6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

- 6.2 List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's

website/or the students will be informed directly of their admission after the last date of application.

- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (c) above could not obtain the marks to fulfil the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons :
 - 6.5.1 The candidate does not fulfill the eligibility conditions
 - 6.5.2 The prescribed fees is not enclosed.
 - 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrolment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. COURSE STRUCTURE—

- 7.1 The under graduate course in Vocational Education shall be offered in the semester system scheme and shall consist of:
 - 7.1.1 Such courses (papers) as prescribed by the University
 - 7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - 7.1.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The curriculum in each of the years of the program would be a suitable mix of general education and skill development components. Curriculum details should be worked before introduction of the courses.
- 7.3 The curriculum shall be designed in a manner that at the end of year-1, year-2 and year-3, students are able to meet the level descriptors for level 5, 6 and 7 of NSQF, respectively:

7.4 Skill Development Components: —

- 7.4.1 The focus of skill development components shall be to equip students with appropriate knowledge, practice and attitude, so as to become work ready. The skill development components should be relevant to the industries as per their requirements.
 - 7.4.1.1 The curriculum should necessarily embed within itself, National Occupational Standards (NOS) of specific job roles within the industry sector(s). This would enable the students to meet the learning outcomes specified in the NOS.
 - 7.4.1.2 The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in one or two domains.

7.4.1.3 In case NOS is not available for a specific area / job role, the university/college should get the curriculum for this developed in consultation with industry experts.

7.4.1.4 The curriculum should also focus on work-readiness skills in each of the three years.

7.4.1.5 Adequate attention needs to be given in curriculum design to practical work, on the job training, development of student portfolios and project work.

7.5 GENERAL EDUCATION COMPONENT: —

7.5.1 The general education component should adhere to the normal university standards. It should emphasize and offer courses which provide holistic development. However, it should not exceed 40% of the total curriculum.

7.5.2 Adequate emphasis should be given to language and communication skills.

7.6 Number of core subjects in a semester will not be less than 4 (four) and will not more than 6, including of foundation course (if any).

7.7 The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

7.8 Each subjects having one or two theory papers as decided by the Board of Studies.

7.9 The course offered in B.Voc. Scheme shall have the (CBCS) Credit systems.

8. MEDIUM OF INSTRUCTIONS AND EXAMINATIONS—

8.1 The medium of instructions and examinations shall be either Hindi or English.

9. EXAMINATION SCHEME—

9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:

9.1.1 Attended at least 75% of lectures / practical delivered.

9.1.2 Paid all the fees due

9.1.3 Obtained 'No Dues' certificate from the concerned Department/ College.

9.1.4 Submitted the job internship certificate / Project Report, as notified in the syllabus.

9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

9.3 End of Semester Assessment (Term End examination) will carry 50 percent marks,

9.4 For passing the examination the candidates will have to secure 'D' Grade in Theory and Practical's separately.

9.5 There will be an external examiner to evaluate the practical & project report. The minimum passing marks for practical & project work will be 50%. University may also consider using the designated assessors of Sector Skill Councils/industry associations for the conduct of practical assessment.

10. ASSESSMENT—

- 10.1 Keeping in view the goal of technical and employability skills enhancement, the manner and form of end of course assessment will be significantly different from the regular educational programs of the University. The course instructor depending on the demands of the course will decide and explain to the students the evaluation criterion and method of assessment. Opportunity will be given to students to improve their results in case his/her work falls short of the minimum prescribed criterion. The broad framework for each course is given with the detailed syllabus.

11. PROMOTION TO NEXT SEMESTER—

- 11.1 There shall be no supplementary or second examination in between the semester exam.
- 11.1 A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.
- 11.2 A candidate who has been admitted in the Diploma course will be promoted to higher class in accordance with the following sub rules:-
- 11.3 A candidate who has appeared in First/Third Semester Examination will be promoted to the Second/ Fourth semester irrespective of the number of Courses (subjects) cleared by him/her.
- 11.4 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 11.5 A candidate who fails to score minimum of **grade D in more than eight subjects** (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher year.
- 11.6 Further, a candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed the first year examination with minimum of **CGPA of 5.0**

12. AWARD OF MARKS/GRADES—

- 12.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

13. CONDONATION OF DEFICIENCY—

- 13.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

14. Award of Division—

- 14.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 14.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

15 DURATION OF COURSE—

- 15.1 There shall be at least fourteen weeks of teaching in every semester.
- 15.2 One hour of conduct in Lecturer (L)/Tutorial (T)/ Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 15.3 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 15.4 The maximum duration of the course shall be six year. However, one mercy attempt shall be applicable on approval of Vice Chancellor.

16. MERIT LIST—

- 16.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the eighth and final semester for B.Voc. Degree, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least first division and clearing final year (both semesters) in first attempt.

17. ATTENDANCE—

- 17.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 10% by the Dean Academics and a further 5% can be condoned by the Vice Chancellor of the University, respectively supported with satisfactory reasons.

18 MAXIMUM DURATION OF COMPLETION OF COURSE—

- 18.1 A candidate has to complete the entire course of B.Voc. degree within a maximum period of six years from the session of first admission.

19 EXAMINATION CENTERS—

- 19.1 University examination centers will be notified by the university.

20 GENERAL—

- 20.1 In matters of admission, attendance, and examination and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 20.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 20.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 20.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.
- 20.5 For delivery of Skill Development Component to Students coming from various parts of the geography, Skill Knowledge Providing Centres (SKP Centres) can be setup by the University at selected locations.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 27****TWO YEARS (FOUR SEMESTERS) POST GRADUATE DEGREE PROGRAMS IN VOCATIONAL EDUCATION (M.VOC.)****1. Course & Faculty—**

- 1.1 This ordinance shall be applicable to two years post graduate degree course having multiple-entry and multiple-exit as per UGC Guidelines except those for which the university has separate ordinances. The courses shall be run on semester system and CBCS pattern.
- 1.2 At present the degrees covered under this ordinance are "Master of Vocational education (M.VOC) in (i) Computer application, (ii) Renewable energy, (iii) Retail management, (iv) Food processing, (v)-Hospitality and tourism, (vi) Wind energy, (vii) Solar energy, (viii) House wiring, (ix) Electric machines winding, (x) Automobiles, (xi) Construction technology, (xii) Electronic circuit, (xiii) Medical equipments, (xiv) Animal husbandry, (xv) Audits and accounts.
- 1.3 These programmes are to be offered by concerned faculty. The syllabus and scheme of examination will be prepared by Board of Studies and approved by academic council.
- 1.4 The course titled as M.VOC. (selected field) shall be offered with a multi level entry and exit structure that gives exit option after every year with employable skill at the end of each module.
- 1.5 The first and second semester (one year) will lead to PGD (selected field) and third and fourth semester (second year) will lead to PG Degree.
Each of the awards shall specify within the parenthesis the skill specialization.
 - 1.5.1 Post-graduate diploma in selected skill (After completion of one year).
 - 1.5.2 Master Degree in selected skill (After completion of two years).

2. Duration—

- 2.1 The duration of these programs of study are of two years (Four Semesters).
- 2.2 A candidate has to complete the entire course of Post Graduate Degree within a maximum period of four years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory authority, if any.
- 3.2 The fees for each of these courses will be as per the approval of the regulatory authority, if ant.

4. Academic Year—

- 4.1 There will be one academic cycle every year of two semesters starting from July to June.

5. Eligibility—

- 5.1 A candidate seeking admission to the first year of these courses must be a graduate in B.Voc from any recognized university or equivalent in relevant field as per the norm of UGC.
- 5.2 These courses shall be offered as multi-level entry and exit as per UGC guidelines. Hence lateral entry in second year will also be offered.
- 5.3 Candidates appearing for graduate examination and awaiting for their results can apply for admission. However they have to provide proof of passing the examination within 30 days of admission.

6. Admission Procedure—

Admission under this course shall be made as follows:

- 6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons :
 - 6.5.1 The candidate does not fulfill the eligibility conditions
 - 6.5.2 The prescribed fees is not enclosed.
 - 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 The curriculum in each of the years of the program would be a suitable mix of general education and skill development components. Curriculum details will be worked before introduction of the courses.
- 7.2 The above subject of post graduate course in Vocational Education shall be offered in the semester system scheme and shall consist of :
 - 7.2.1 Such courses (papers) as prescribed by the University
 - 7.2.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University.
 - 7.2.3 Such scheme of examination as prescribed, by the University from time to time.
- 7.3 The curriculum in each of the years of the program would be a suitable mix of general education and skill development components. Curriculum details will be worked before introduction of the courses.
- 7.4 The curriculum shall be designed in a manner that at the end of year students is able to meet the level descriptors.
- 7.5 **Skill Development Components: —**
 - 7.5.1 The focus of skill development components shall be to equip students with appropriate knowledge, practice and attitude, so as to become work ready. The skill development components should be relevant to the industries/employer as per their requirements.

- 7.5.2 The curriculum should necessarily embed within itself, National Occupational Standards (NOSs) of specific job roles within the industry sector(s). This would enable the students to meet the learning employer outcomes specified in the NOSs.
- 7.5.3 The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in one or two domains.
- 7.5.4 In case NOS is not available for a specific area / job role, the university should get the curriculum for this developed in consultation with employer.
- 7.5.5 The curriculum should also focus on work-readiness skills in each of the two years.
- 7.5.6 Adequate attention needs to be given in curriculum design to practical work, on the job training, development of student portfolios and
- 7.6 General Education Component: —**
 - 7.6.1 The general education component should adhere to the normal university standards. It should emphasis and offer courses which provide holistic development. However, it should not exceed 40% of the total curriculum.
 - 7.6.2 Adequate emphasis should be given to language and communication skills.
- 7.7 Number of core subjects in a semester will not be less than 4 (four) and will not more than 6, including foundation course (if any).
- 7.8 The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
- 7.9 Each subject having one or two theory papers as decided by the Board of Studies.
- 7.10 The course offered in M. Voc. Scheme shall have the (CBCS) Credit systems.
- 8. Medium of Instructions and Examinations—**
- 8.1 The medium of instructions and examinations shall be either Hindi or English.
- 9. Examination Scheme—**
- 9.1 No candidate shall be allowed to take the term-end Semester Examination unless one has:
 - 9.1.1 Attended at least 75% of lectures / practical delivered.
 - 9.1.2 Paid all the fees due
 - 9.1.3 Obtained 'No Dues' certificate from the concerned Department/college.
 - 9.1.4 Submitted the job internship certificate / Project Report, as notified in the syllabus.
 - 9.1.5 Received in Plant / Practical Training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.
- 9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
- 9.3 End of Semester Assessment (Term End examination) will carry 50 percent marks,
- 9.4 For passing the examination the candidates will have to secure 'D' Grade in Theory and Practical's separately.
- 9.5 There will be an external examiner to evaluate the practical & project report.

10. Assessment—

- 10.1 Keeping in view the goal of technical and employability skills enhancement, the manner and form of end of course assessment will be significantly different from the regular educational programs of the University. The course instructor depending on the demands of the course will decide and explain to the students the evaluation criterion and method of assessment. Opportunity will be given to students to improve their results in case his/her work falls short of the minimum prescribed criterion. The broad framework for each course is given with the detailed syllabus.

11. Promotion to Next Semester—

- 11.1 There shall be no supplementary or second examination in between the semester exam.
- 11.2 A candidate may provisionally continue his/her studies in higher semester class after the examinations of the semester he/she appeared is over. However, his/her eligibility shall be evaluated only after the results of semesters are declared at which he/she had appeared.
- 11.2.1 A candidate who has appeared in First/Third Semester Examination will be promoted to the Second/fourth semester irrespective of the number of Courses (subjects) cleared by him/her. A candidate failing in more than four subjects (Theory and Practical will be treated separately) will not be allowed to take admission in next year.
- 11.2.2 A candidate may provisionally continue to attend next higher year, even if, the result of qualifying year/ semester, has not been declared. However, subsequently if he/she is not able to clear qualifying semester examination, the candidate cannot claim any right on the basis of his/her provisional admission.
- 11.2.3 A candidate will not be admitted in the next year who does not secure CGPA of 5.0.

12. Award of Marks/Grades—

- 12.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

13. Condonation of Deficiency—

- 13.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).
- 13.2 One grace marks will be givento the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice- Chancellor in the M.Voc Examination. This benefit will not, however, be available to a candidate getting advantage under clause (13.1).

14. Award of Division—

- 14.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 14.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

15. Duration of Course—

- 15.1 There shall be at least fourteen weeks of teaching in every semester.
- 15.2 One hour of conduct in Lecturer (L)/Tutorial (T)/ Practical (P) per week shall be equal to one credit as allotted in the respective schemes.

- 15.3 The maximum duration of the course shall be four year. However, one mercy attempt shall be applicable on approval of Vice Chancellor
- 16. Merit List—**
- 16.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the fourth and final semester for M. Voc degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least first division and clearing final year (both semesters) in first attempt.
- 17. Attendance—**
- 17.1 Candidates appearing as regular students for any semester examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance up to 10% by the Dean and a further 5% can be condoned by the Vice Chancellor of the University, respectively supported with satisfactory reasons.
- 18. Maximum Duration of Completion of Course—**
- 18.1 A candidate has to complete the entire course of M. Voc degree within a maximum period of four years from the session of first admission.
- 19. Examination Centers—**
- 19.1 University examination centers will be notified by the university.
- 20. General—**
- 20.1 In matters of admission, attendance, and examination and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 20.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice- Chancellor shall be competent to change the System/Pattern of the examination.
- 20.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar..
- 20.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.
- 20.5 For delivery of Skill Development Component to Students coming from various parts of the geography, Skill Knowledge Providing Centres (SKP Centres) can be setup by the University at selected locations.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 28
FOUR AND HALF YEARS UNDER GRADUATE DEGREE PROGRAM IN
BACHELOR OF PHYSIO THERAPY (B.P.T.)

1. Course & Faculty—

- 1.1 This ordinance shall be applicable to Bachelor of Physio Therapy, a four years under graduate degree program. This program shall be run on annual system. The program is offered by the Faculty of Medical Sciences.
- 1.2 This program has a provision for multi-point entry/exit system. A candidate can take admission/exit to 2nd and 3rd year. If candidates exit the program after passing 1st year he/she will be awarded Certificate in Physio Therapy (P.T). If candidate exits the program after passing 2nd year, he/she will be awarded the Diploma in Physio Therapy (D.P.T). If he/she passes 4 and half year exam will be awarded Bachelor in Physio Therapy.

2. Duration—

- 2.1 The duration of this course of study shall be of Four Years.
- 2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of eight years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycle every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission in the first year of the B.P.T. programme must have passed the Senior Secondary [(12th) (Bio), (PCB)] examination from any recognized Board or an equivalent.
- 5.2 Lateral Entry in B.P.T. Second Year will be given to the students having passed Certificate in Para Medical (C.P.T) .(after 10+2) or any other examination considered equivalent to this by the university.
- 5.3 Lateral Entry in B.P.T. 3rd Year will be given to the students having passed Diploma in Physio Therapy (D.P.T) (after 10+2) or any other examination considered equivalent to this by the university.

6. Admission Procedure—

Admission under these courses will be made as follows: —

- 6.1 The University will issue admission notifications in news papers, and on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- 6.3 The candidates whose results of the qualifying exam are awaited can also apply, they will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional

- admission cannot be granted. The candidate so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.4 If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him/ her will be cancelled.
- 6.5 The application form may be rejected due to any of the following reasons :
- 6.5.1 The candidate does not fulfill the eligibility conditions.
- 6.5.2 The prescribed fees are not enclosed.
- 6.5.3 The application form is not signed by the candidate and his/her parent guardian, wherever required.
- 6.5.4 Supporting documents for admission are not enclosed.
- 6.6 Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- 6.7 Admission rules as framed by the University shall be applicable for all admissions from time to time.
- 7. Course Structure—**
- 7.1 The Bachelor of Physio Therapy [B.P.T] shall consist of:
- 7.1.1 Such courses (papers) as prescribed by the University
- 7.1.2 Such lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- 7.1.3 After study and passing all examinations of four years and successfully completing the internship of 6 months duration in a approved hospital the degree will be awarded to the candidate.
- 7.1.4 Such scheme of examination as prescribed, by the University from time to time.
- 7.2 The program curriculum of each course shall be recommended by the concerned Board of Studies and approved by the Academic Council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
- 7.3 Number of core subjects in a year will not be less than 5 (five) and will not be more than 10 (ten), including foundation course (if any).
- 7.4 Each subject having one or two theory papers as recommended by the Board of Studies and approved by the Academic Council.
- 8. Medium of Instructions and Examinations—**
- 8.1 The medium of instructions and examinations shall be English.
- 9. Examination Scheme—**
- 9.1 No candidate shall be allowed to take the term-end annual Examination unless one has:
- 9.1.1 Attended at least 75% of lectures / practical delivered.
- 9.1.2 Paid all the fees due
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department/ College.
- 9.1.4 Submitted the job internship certificate / Project Report, as notified in the syllabus.
- 9.1.5 Received in Plant / Practical Training as prescribed by the University.
- Clause (9.1) above shall not be applicable to the Private / Ex candidates.
- 9.2 Received in-plant training/ laboratory / Hospital as prescribed in the syllabus. Clause (i) above shall not be applicable to private candidates.
- 9.3 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/ internal assessment. The

internal assessment will be held in the manner prescribed from time to time by the University.

- 9.3.1 For passing the examination; the candidate will be required to secure at least 50% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper.
- 9.3.2 There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%.

10. Promotion to Next Year & Failed Candidate—

- 10.1 There shall be one supplementary or second examination in between the annual examinations.
- 10.2 A candidate may provisionally continue his/her studies in higher class after the examinations he/she appeared is over. However, his/her eligibility shall be evaluated only after the results declared in which he/she had appeared.
- 10.3 If a candidate fails in not more than one paper in any one annual examination but clears all the remaining papers of that examination. He / She will be allowed to keep the term (ATKT) and promoted to the next year.
- 10.4 Provided further, that if a candidate fails in more than one paper in any annual examination, he/she may be allowed to appear as an ex-student in the next examination of the same year (Supplementary Examination).
- 10.5 A candidate passes all the subject of 1st year examination will be allowed to be admitted in 3rd year.
- 10.6 A candidate passes all the subjects of 1st and 2nd year examination will be admitted in 4th year.
- 10.7 Provided further, that if a candidate fails in some papers of earlier year and clears the final year, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier year. In such situation, mark sheet for each year will be issued separately up to 3rd year and a composite mark sheet will be issued in the fourth year once the candidate clears all the papers.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

12. Award of Division—

- 12.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 12.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

13. Merit Lists—

- 13.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each year from amongst the candidates who have passed in one attempt.
- 13.2 Final merit list shall be declared by the University only after the main examination of the fourth and final year on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all years in single attempts.

14. Examination Centers

- 14.1 University examination centers will be notified by the university.

15. General—

- 15.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 15.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 15.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 15.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR. C.V. RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 29
THREE YEAR (PART TIME)
UNDER GRADUATE DEGREE PROGRAM IN EDUCATION (B.Ed.)

1. Course & Faculty—

- 1.1 This ordinance shall be applicable to all three years and under Graduate degree courses except those for which the university has separate ordinances. These courses shall be run on yearly system.
 - 1.1.1 At present the Degree Under this Ordinance is Bachelor of Education (Part Time) three years program (B.Ed.)
 - 1.1.2 This program is offered by concerned faculty approved by the Board of studies/faculty and Academic Council.
 - 1.1.3 More degree programs can be offered under this ordinance on the recommendations of the Board of studies/faculty.
- 1.2 The ordinance shall be applicable to the University teaching departments/institute /School of this University.

2. Duration—

- 2.1 The duration of these courses of study shall be of three years.
- 2.2 A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

3. Intake & Fees—

- 3.1 The intake for each of these Programs shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body, if any.
- 3.2 Fees of these Programs will be decided by the Board of Management subject to the approval of regulatory body, if any.

4. Academic Year—

- 4.1 There will be one academic cycles every year, from July to June.

5. Eligibility—

- 5.1 Candidate seeking admission to these courses must have passed the graduation program as specified below from any recognized University or an equivalent body.
 - 5.1.1 B.Ed. (Part Time) - passed graduate examination with any subject from any recognized University or equivalent.
- 5.2 Candidates appearing for their final year of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree within 15 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

6. Admission Procedure—

- Admission under this course will be made as follows:
 - 6.1 The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
 - 6.2 List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - 6.3 The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce

the previous year mark sheet/school/college certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

- 6.4 If a candidate admitted provisionally under(c) above could not obtain the marks to fulfill the requirements & criteria of the admission, the provisional admission granted to him will be cancelled.

- 6.5 The application form may be rejected due to any of the following reasons:

- 6.5.1 The candidate does not fulfill the eligibility conditions
- 6.5.2 The prescribed fees are not enclosed.
- 6.5.3 The application form is not signed by the candidate and his/her parent/guardian, wherever required.
- 6.5.4 Supporting documents for admission are not enclosed.

- 6.6 Enrollment/registration number will be assigned to the student by the university after verification submission of all the necessary documents/fees.

- 6.7 Admission rules as framed by the university shall be applicable for all admissions from time to time.

7. Course Structure—

- 7.1 This under graduate course in yearly system shall consist of:

- 7.1.1 Such courses (papers) as prescribed by the University
- 7.1.2 Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- 7.1.3 Such scheme of examination as prescribed, by the University from time to time.

- 7.2 The course curriculum of each course shall be recommended by the concerned Board of Studies/faculty approved by the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies/faculty may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

8. Medium of Instructions and Examinations—

- 8.1 The medium of instructions and examinations shall be either Hindi or English. Examination Scheme

9. Examination Scheme—

- 9.1 No candidate shall be allowed to take the term-end Yearly Examination unless one has:

- 9.1.1 Attended at least 75% of lectures / practical delivered.
- 9.1.2 Paid all the fees due
- 9.1.3 Obtained 'No Dues' certificate from the concerned Department / College.
- 9.1.4 Submitted the job internship certificate / Project Report, as notified in syllabus.
- 9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

- 9.2 Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the university.

- 9.2.1 50%marks of each paper will be earmarked for internal assessment (for each year, there will be at least two midterm examinations.
- 9.2.2 Main examination will carry 50% marks.

- 9.2.3 For passing the examination; the candidate that be required to secure at least 'D' Grade in university examination separately in the term-end theory, practical and internal assessment in each of the prescribed paper in the subject and practicals are also to be cleared separately.
- 9.2.4 There will be an external examiner to evaluate, the project report. The minimum passing marks for project work will be 'B' Grade.
- 10. Promotion to Next Year& Failed Candidate—**
- 10.1 There will be one term end University Examination at the end of each Year.
- 10.2 There shall be a supplementary or second examination in between the yearly exams.
- 10.3 A candidate may provisionally continue his/her studies in higher year after the A candidate may provisionally continue his/her studies examinations of the year he/she appeared is over.
- 10.4 If a candidate fails in not more than two papers in any one year examination but clears all the remaining papers of that examination. He/she will be allowed to keep the term (ATKT) and promoted to the next year. Candidate shall be eligible to carry the backlog of two paper of the yearly examination.
- 10.5 There will be a full examination at the end of each Year consisting theory and practical. The duration of examination period normally should not exceed 25 working days.
- 10.6 Provided further, that if a candidate fails in more than two papers in any year examination, he/she may be allowed to appear as an ex-student in the next examination of the same year.
- 10.7 Provided further, that if a candidate fails in some papers of earlier year and clears the final year, his result will be withheld. A candidate will be awarded degree only in the year when he/she clears the papers of earlier year. In such situation mark sheet for each year will be issued separately and a composite mark sheet will be issued in the Third year once the candidate clears all the papers.
- 11. Award of Marks/Grades—**
- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.
- 12. Condonation of Deficiency—**
- 12.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects, theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks in a each year.
- 12.1.1 One grace mark will be given to the candidate who is Failing/ Missing Distinction/ Missing first division by one mark, on behalf of the Vice Chancellor.
- 13. Award of Division—**
- 13.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.
- 13.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

14. Merit Lists—

- 14.1 Merit list of first 10 candidates in the order of merit shall be declared at the end of each year from amongst the candidates who have passed in one attempt.
- 14.2 Final merit list shall be declared by the University only after the main examination of final year for degree, on the basis of the integrated performance. The merit list shall include the first ten candidates securing at least First Division and passing all years in single attempts.

15. Examination Centers—

- 15.1 University examination centers will be notified by the university.

16. General—

- 16.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 16.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 16.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.
- 16.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

DR. C.V. RAMAN UNIVERSITY, VAISHALI (BIHAR)**ORDINANCE NO. 30****DOCTOR OF SCIENCE/LITERATURE/LAWS****(D.Sc, D.Lit., LL.D.)****1. Programme and Faculty—**

- 1.1 This ordinance will be applicable to the candidates seeking Doctor of Science OR Doctor of Literature Degree.
- 1.2 Doctor of Science (D.Sc.) will be awarded by the faculty of Science, Faculty of Technology, who are awarding M.Sc. or M.Tech. Degree.
- 1.3 Doctor of Literature (D.Lit.) will be awarded by the faculty of Arts, Humanity, and Social Sciences etc. who are awarding M.A., M.Com, MBA Degree.
- 1.4 Doctor of Laws (LL.D.) will be awarded by faculty of law.

2. Duration—

- 2.1 Duration of the programme will be of Four Years.

3. Intake and Fees—

- 3.1 Intake and fee will be decided by Board of Management subject to approval of regulatory body, if any.
- 3.2 Fee will be decided by BOM subject to the approval of regulatory authority, if any.

4. Eligibility—

- 4.1 Who has five years experience in teaching or worked in research laboratory after the awarded of Ph.D. in relevant field.

5. Admission Procedure

- 5.1 Candidate who is seeking the admission in the degree will submit the application in approved format and state the specific field where he wants to work along with synopsis and literature survey, research paper he has published in his name related to topic.
- 5.2 The concern department of the University will scrutinize the work done by the candidate in the topic and literature survey. If they are satisfied with work the application will be sent to Research Degree Committee (RDC) for consideration.
- 5.3 RDC will consist of Vice chancellor, Dean of faculty and Three Experts having D.Sc , D.Lit, LL.D. degree with 5 year experience after D.Sc , D.Lit, LL.D. degree working in recognized research lab or Professor in a recognized University in the relevant department.
- 5.4 If the RDC recommends the admission the application will be sent to academic council for final approval and appointing an adviser from relevant department, preferably the Dean.

6. Standard and Quality of Work—

- 6.1 Candidates can submit the work/Papers, he has published, prior to RDC as well, which have not been used for the award of his previous degrees, in the relevant field.
- 6.2 The candidate should discover a new fact which will pave the way for further research and will be cited by many research scholars. OR
Should give a new interpretation to the known theory /fact which will again pave the way for further research.

- 6.3 The candidate should publish at least five research papers in SCI referred journals which are cited and referred worldwide, in the topic.

7. Submission of Abstract. —

- 7.1 After the completion of work and on the advice of advisor the candidate will submit an abstract of whole work and research paper published (at least 5) in worldwide recognized journals, to the department. If the dean and department is satisfied they will forward it to controller examination.
- 7.2 A list of 10 examiners will be called from RDC members and on the approval of vice chancellor the abstract will be sent to three examiners for report. The examiners (evaluators) should be D.Sc , D.Lit, LL.D. degree with at least 10 years experience as professor or scientist in recognized research lab.
- 7.3 If any of them ask for revision it will be sent to candidate and advisor for improvement.
- 7.4 Again the improved abstract will be sent to examiners. If everyone is satisfied, the candidate will be asked to submit 5 copies of thesis. Abstract will be part of thesis.

8. Submission and Evaluation of Thesis—

- 8.1 The copies of thesis will be sent to three examiners for evaluation. These evaluators ordinarily will be the same to whom abstract has been sent. One evaluator should be out of country.
- 8.2 If any improvement is asked by any or all evaluators it will be communicated to candidate to do so.
- 8.3 When all the three are satisfied the final submission will be accepted.
- 8.4 If two of them reject the thesis, it will be rejected.
- 8.5 If one of three rejects the thesis, it will be sent to new evaluator.
- 8.6 All the three evaluators will be called for oral defence of the thesis by the candidate.

9. Oral Defence—

- 9.1 All Three Evaluator, Dean, Advisor under the chairmanship of the vice chancellor will form the board of evaluators.
- 9.2 If the board recommends the award of degree it will be put up before academic council for final approval.

10. General—

- 10.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 10.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 10.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar.

DR.C.V.RAMAN UNIVERSITY, VAISHALI (BIHAR)
ORDINANCE NO. 31
DIPLOMA PROGRAMS IN PHARMACY
(D. PHARMA)

1. Course & Faculty—

- 1.1 This ordinance shall be applicable to two years Diploma Programme except those for which the University has separate ordinances. These courses shall be run on Yearly / Semester basis as per the advice of Pharmacy Council of India here in after referred as PCI.
- 1.2 At present the Diploma Certificates covers Diploma in Pharmacy.
- 1.3 These Programmes will be offered by the Faculty of Pharmacy.
- 1.4 The Ordinances shall be applicable to all the University Teaching Departments under its jurisdiction who offer these courses.
- 1.5 More such Programs can be run on the approval of academic council.

2. Duration—

- 2.1 The duration of this program of study shall extend over two years.
- 2.2 A candidate has to complete the entire course of Diploma within a maximum period of four years from the session of first admission. However one mercy attempt shall be applicable on the approval of Vice-Chancellor.

3. Intake & Fees—

- 3.1. The intake for this program shall be decided by the University from time to time subject to the approval of Regulatory Authority (PCI).
- 3.2. Fee for this program will be decided by the university subject to approval of Regulatory Body.

4. Academic Year—

- 4.1 There will normally be one academic cycle for this Program every year starting from July to June.

5. Eligibility—

- 5.1 Candidates seeking admission to this Program should have qualifications as per the following:
 - 5.1.1 Minimum qualification for admission to the first year Diploma course shall be the Higher Secondary School certificate (10+2) 12th class in Physics, Chemistry, Biology (PCB) or Physics, Chemistry and Mathematics (PCM) conducted by Jharkhand Board of Secondary Education or an equivalent examination from a recognized Board/ University.
 - 5.1.2 Non-Resident Indian (NRI)/PIO/Foreign candidates shall also be eligible for admission to Diploma courses in accordance with prevailing norms/directives, provided they satisfy the criterion of clause (5.1.1) above.
 - 5.1.3 Any student migrating from any other University shall be admitted in the institution provided that the provision (5.1.2) of this ordinance will be applicable at the time of admission.

6. Admission Procedure—

- Admission under these courses will be made as follows:
 - 6.1. The eligible candidates as specified in clause (5) should secure a place in the merit list prepared by Professional Education Board Jharkhand, if any, for admissions to Diploma or any other competent authority of the Government of Jharkhand/ Central Government.

- 6.2. The University may also conduct its own entrance examination for admission to its Diploma courses, or directly admit based on the merit amongst candidates who have applied fulfilling eligible criteria or may utilize the list of results of such examination/test conducted by different State/National/Professional bodies.
- 6.3. Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary document/fees.
- 6.4. The candidates whose results of the qualifying exam are awaited can also apply, who will be admitted provisionally. Such candidates, however, must produce the previous year Mark Sheet/School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to present Mark Sheet /Grade Sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- 6.5. The application form may be rejected due to any of the following reasons:
 - 6.5.1. The candidate does not fulfill the eligibility conditions.
 - 6.5.2. The prescribed fees are not enclosed.
 - 6.5.3. The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - 6.5.4. Supporting documents for admission are not enclosed.
- 6.6. Admission rules as framed by the University shall be applicable for all admissions from time to time.
- 7. Course Structure—**
The Diploma Program in Yearly system shall consist of:
 - 7.1 Such Courses (papers) as prescribed by the Academic Council of the University in accordance with the recommendation of PCI.
 - 7.2 Such job internship, lab work, practical, Industrial training, projects etc. as may be prescribed by the Academic Council of the University.
 - 7.3 Such scheme of examination as prescribed, by the Academic Council of the University from time to time as per recommendation of PCI.
 - 7.4 The course curriculum of each course shall be recommended by the concerned board of study and approved by the Academic council of the University.
 - 7.5 At present CBCS Grading System as recommended by UGC will be adopted. However if PCI recommends numerical marking pattern, same will be adopted.
- 8. Medium of Instructions and Examinations—**
 - 8.1 The medium of instructions and examinations shall be either English or Hindi.
- 9. Examination Scheme—**
 - 9.1 No candidate shall be allowed to yearly Examination unless one has:
 - 9.1.1 Attended at least 75% of lectures/practical delivered.
 - 9.1.2 Paid all the fees due.
 - 9.1.3 Obtained 'No Dues' certificates from concerned Department/college.
 - 9.1.4 Submitted the job internship certificate/project Report, if required in the Syllabus/Exam Scheme.
 - 9.1.5 Received in Plant / Practical Training as prescribed by the University.

Clause (9.1) above shall not be applicable to the Private / Ex candidates.

 - 9.2 For the award of Diploma minimum Cumulative Grade Point Average (CGPA) required is 5.0.
 - 9.3 To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in

end yearly examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside the institute shall always be there.

- 9.4 If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 5.0 as per requirement of clause (9.6) and (9.7) above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of two theory/practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)
- 9.5 Other than the provision of clause (9.8) above, a candidate shall not be permitted to reappear in that examination, for improvement of division/marks or for any other purpose.
- 9.6 Practical training and project work shall be treated as practical subjects.
- 9.7 In each year there will normally be three mid tests for theory block. Only in emergent cases number of tests could be reduced to two with approval of the Vice Chancellor.
- Note: Clause (9) above shall not be applicable to Ex- candidates
- 9.12 There will be one term end University Examination at the end of each Year.
- 9.13 There will be a full examination at the end of each year consisting of theory and practical examinations. The duration of examination period normally should not exceed 20 working days. The yearly examination will generally be held in June in each year.
- 9.14 There will be one supplementary examination after the declaration of result every year.

10. Promotion to Higher Year—

- 10.1 A candidate who has been admitted in the Diploma course will be promoted to higher class in accordance with the following sub rules:-
- 10.2 Candidate failing in any number of subjects (Theory or Practical) will be permitted to appear in supplementary examination to be held every year.
- 10.3 Candidate failing in maximum two subjects (Theory or Practical) will be admitted higher year, i.e. he/she will be allowed to keep term (ATKT).
- 10.4 A candidate failing in more than two subjects after supplementary exam result (Theory or Practical treated separately as a subject) will be treated fail and will appear in next yearly examination as ex-student.

11. Award of Marks/Grades—

- 11.1 The award of marks/grades and passing standard will be recommended by Board of Studies and faculty under Dean of the faculty and approved by academic council in accordance with regulations/directives of UGC.

13. Condonation of Deficiency—

- 13.1 Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical) of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).

14. Award of Division—

- 14.1 Division shall be awarded only after the final semester examination based on integrated performance of the candidate for all the semesters of the program.

- 14.2 The division will be awarded as per the Examination Scheme as recommended by Board of Studies and faculty and approved by academic council as per the directive/regulations of UGC from time to time.

15. Conversion in numerical marks—

- 15.1 The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA}_{\text{Obtained}} \times 100}{10}$$

16. Duration of Year—

- 16.1 There shall be at least Twenty Eight weeks of teaching in every Year.
- 16.2 One hour of conduct in Lecturer (L)/Tutorial (T)/ Practical (P) per week shall be equal to one credit as allotted in the respective schemes.
- 16.3 Candidates appearing as regular students for any examination are required to attend 75 percent of the lectures delivered and the practical classes held separately in each subject of the course of study, provided that a short fall in attendance upto 10% by the Dean Academics and a further 5% can be condoned by the Vice Chancellor of the University, respectively supported with satisfactory reasons.

17. Merit List—

- 17.1 Branch wise final merit list of first ten (10) candidates in the order of merit shall be declared by the University only after the main examination of the final year for Diploma, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least first division and clearing final year in first attempt.

18. Examination Centers—

- 18.1 University examination centers will be notified by the university.

19. General —

- 19.1 In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 19.2 In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice Chancellor shall be competent to change the System/Pattern of the examination.
- 19.3 In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Vaishali, Bihar
- 19.4 The decision whether to award Grades or numbers shall rest with the BoM of the University.

By order of the Governor of Bihar,
MANOJ KUMAR,
Additional Secretry.